

UNITED NATIONS EDUCATIONAL,  
SCIENTIFIC AND CULTURAL ORGANIZATION

**WORLD DIRECTORY**

**OF NATIONAL**  
**INFORMATION CENTRES**

**FOR ACADEMIC**  
**RECOGNITION AND**  
**MOBILITY**

**1994**



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## NOTE BY THE SECRETARIAT

The first edition of the present **World Directory of National Information Centres for Academic Recognition and Mobility** provides information on national structures established in some 131 countries to serve the academic recognition purposes and to guide all those concerned by these matters (government and education authorities, students, teachers, researchers, the public at large). It is also hoped that the publication will provide for the establishment and further development of direct links and of cooperation between different national centres and thus facilitate the evaluation of foreign qualifications in all Member-States of UNESCO.

The above *Directory* represents a new step forward in a longdate activity by UNESCO aimed to promote academic mobility and to facilitate the international comparison of studies and qualifications obtained at the level of Higher Education. Since 1947 UNESCO has collected information and carried out studies in this field, including nine titles published between 1969 and 1981 in the series 'Studies on the Evaluation of Qualifications at the Higher Education Level'. The first two editions of the *World Guide to Higher Education* were part to this series. In parallel, UNESCO has developed a normative action which resulted in the adoption, in the 70's and early 80's, of five regional and one international Conventions in this field. All together they were ratified by some 113 Member-States of the Organization. Moreover, the recent 27th session of the General Conference of UNESCO has adopted the international Recommendation on the Recognition of Studies and Qualifications in Higher Education (16 November 1993).

This normative action of UNESCO is supplemented by multifaceted activities implemented at several distinct levels international, regional and national and through a variety of means

and mechanisms established for this purpose. Its operational 'modus vivendi' is assured through the regular sessions of the Regional Committees in charge of application of the above conventions and of their subsidiary working groups. Co-ordination of work at the international level is assured through the Joint Plan of Action, adopted by the International Congress on Academic Mobility and Recognition of Studies (UNESCO, Paris, 2-5 November 1992).

Amongst the priorities identified during the said International Congress, special emphasis was placed on the importance of further efficient and effective collection and dissemination of data and information on academic mobility and the recognition of higher education studies and qualifications. To this end UNESCO has undertaken several important activities:

- it has produced '*Study Abroad*' (28th edition) - a major international publication which provides information on scholarships and financial assistance, university-level courses, entry-level upgrading and short-term courses, training programmes, extra-mural and other continuing education programmes, etc. in all academic and professional fields in 128 countries, valid for the years 1994 and 1995.

- it has produced the *Training Guide for Credentials Evaluators*, to be published shortly in the series New Papers on Higher Education. Meeting documents The guide has to upgrade the professional capacity of various educational qualifications evaluators.

- in collaboration with the International Association of Universities, a comparative survey of systems, degrees and qualifications in 160 countries was carried out and the *World Guide to Higher Education* (3rd edition) was produced. This book is to be published early in 1995.

The present *Directory* supplements the third edition of the *World Guide to Higher Education* in so far as it provides useful names and addresses of persons in charge of academic recognition matters. The information in this volume is presented in English, French and Spanish. It is a result of a joint effort by UNESCO Member-States and the Secretariat of the Organization. The *Directory* integrates the

data provided in the joint UNESCO/CEPES-Council of Europe brochures *National Information Centres for Academic Recognition and Mobility in the Europe Region* published by CEPES (last edition 1993). UNESCO is indeed grateful to all those authorities which cooperated by responding to requests for data.

Dimitri Beridze  
Editor  
Division of Higher Education

*The designations employed and the presentation of material throughout this Directory do not imply the expression of any opinion whatsoever on the part of UNESCO concerning the legal status of any country, territory, city or area of its authorities, or concerning the delimitation of its frontiers or boundaries.*

N.B.: The Secretariat intends to up-date the above Directory on a regular basis. All suggestions in this regard should be communicated to the Editor at the following address: Division of Higher Education, UNESCO, 7 place de Fontenoy, 75352 Paris 07-SP. Tel.: 33-1-45-68-09-87; Fax.: 33-1-44-49-99-18

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OF NATIONAL INFORMATION CENTRES  
FOR ACADEMIC RECOGNITION AND MOBILITY

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## AFGHANISTAN

**Title (original):**

**Title (English):** Ministry of Education

**Type of institution:** Governmental. Ministry responsible for coordination and dissemination of information on academic recognition in co-operation with institutions of higher learning.

**Mailing address:** P.O. Box 717 Kabul

**Telephone:** (873) 320.76; 326.25

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:** Collection and dissemination of information on recognition of qualifications from institutions of higher education.

**Publications:**



**ALBANIA**

**Title (English):** Higher Education Department of the Ministry of Education

**Type of institution:**

**Mailing address:** Ministry of Education, Higher Education Department, Tirana, Albania

**Telephone:** 355-42-25987

**Telex:** 42-03 minars ab

**Telefax:** 355-42-28304; 355-42-27924

**Administrative structure:**

**Director:** *Dr. nia Prifti*

**Other persons in charge of recognition matters:**

*Mr. Illi Gjanci*, Inspector of the Higher Education Department

*Ms. Mariana Kureta*, Lawyer at the Ministry of Education

**Total staff:** 3

**Library, documentation, computer:**

**Office hours:** 7h00-15h00

**Open to callers:** 11h00-15h00

**Functions:**

- Staff recognition matters;
- Takes care of recognition and equivalence of diplomas matters both at home and abroad.

**ARGENTINA**

**- A -**

**Title (original):** Ministerio de Educacion y Justicia

**Mailing address:** Buenos Aires

**Telephone:** 54-1 423461

**Telex:** 22646 mejop ar

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**ARGENTINA****-B-**

**Title (original):** Departamento Juridico y de Convalidaciones, Direccion Nacional de Asuntos Universitarios

**Title (English):**

**Type of institution:** Gubernamental (Ministerio de Educacion y Justicia)

**Mailing address:** Paseo Colon 533, 10° Piso, Capital Federal

**Telephone:** 54-1 30-3850

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:** *Dr. Jose Luis DE IMAZ*, Director Nacional de Asuntos Universitarios

**Other persons in charge of recognition matters:**

**Total staff:** 5

**Library, documentation, computer:**

**Office hours:** 9h00-17h00

**Open to callers:**

**Functions:** Asistir en todo lo relativo a la aplicacion de Convenios, Convenciones y Tratados internacionales sobre reconocimiento y Convalidacion de titulos universitarios extranjeros y a la autorizacion de viajes de funcionarios y profesores universitarios al exterior para:

- Estudiar y analizar las normas legales y actos administrativos correspondientes .
- Asesorar sobre todos los asuntos, tems, cuestiones que se requieran, relativos a la competencia de la Direccion .

- Redactar los proyectos de Resolución de convalidación de títulos extranjeros, previo análisis de los mismos y de las certificaciones académicas respectivas, luego de un informe.
- Redactar los proyectos de resolución autorizando a ejercer su profesión en el país a los extranjeros graduados conforme a las resoluciones n° 194/77 y 1.823/78.
- Anotar en los títulos universitarios extranjeros los datos relativos a su convalidación.
- Llevar el libro de registro de convalidaciones y autorización para ejercer en el país.
- Redactar proyectos de resolución relativos a declaración de interés nacional de auspicio a congresos, jornadas, etc.
- Redactar los proyectos de resolución autorizando o convalidando los viajes de los agentes universitarios al exterior.
- Redactar los proyectos de resolución en los recursos de alzada y jerárquicos interpuestos por los agentes de las Universidades Nacionales contra actos emanados de las autoridades de estas.
- Redactar proyectos de decretos y de leyes en los casos en que sea necesaria la propiciación de tales actos.

**Publications:**

**ARMENIA**

**Title (original): Title (English):** Office of Information on the Recognition of Diplomas in Higher Education and Academic Mobility

**Type of institution:** Governmental

**Mailing address:** Ministry of Foreign Affairs, c/o National Commission of the Republic of Armenia for UNESCO, 10 Avenue Baghramian, Yerevan, Armenia.

**Telephone:** (78-852)-52-35-31 or 58-88-86 or 58-88-16

**Telex:** 24-33-13 DIANA SU

**Telefax:** (78-852)-52-70-22 or 56-56-16

**Administrative structure:** The Centre belongs to the Armenian Branch of the International Centre of Socio-Labour Problems

**Director:** *Mr.. Serge Simonian*, Councillor of the Ministry of Foreign Affairs

**Other persons in charge of recognition matters:** *Prows Evgueny Tiazhnenko-Davtian*

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**ARUBA**

**Title (original):** Department of Education, Division of evaluation of educational credentials

**Title (English):**

**Type of institution:** Governmental

**Mailing address:** Frankrijkstraat 3, Oranjestad, Aruba Telephone:  
(297-8)-23360

**Telex:**

**Telefax:** (297-8)-38438

**Administrative structure:**

**Director:** *Mr. Jose' A. Dane*

**Head of Division:** *Mr. Etley R.F. Lasten*

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:** 7h30-12h30; 13h00-16h30

**Open to callers:**

**Functions:**

**Publications:**

**AUSTRALIA**

**Title (original):** National Office of Overseas Skills Recognition (NOOSR)

**Type of institution:** Federal Government authority for assessment of comparability of professional, technical and general educational qualifications at a tertiary level. Information Centre.

**Mailing address:** National Office of Overseas Skills Recognition, Department of Employment, Education and Training, GPO Box 1407, CANBERRAACT 2601, Australia

**Telephone:** 61-06-276 7644

**Telefax:** 61-06-276 7566

**Administrative structure:** NOOSR is a Branch of the Australian Government Department of Employment, Education and Training and is supported by a network of advisory panels and councils which provide expert advice or conduct examinations covering many of the major professions and para-professions. NOOSR also services the National Advisory Committee on Skills Recognition (NACSR), which also advises the Government on skills recognition issues.

**Director:** *Ms. Kate McGovern*

**Total staff:** 39 Government employees and 12 panel and council registrars.

**Library, documentation, computer:** Library is fully computerized and contains approximately 25,000 reference books and other background papers. NOOSR operates an extensive local area network of personal computers.

**Office hours:** 8h30- 17h00

**Open to callers:** 9h00-17h00

**Functions:**

- makes recognition processes fairer by encouraging the adoption of national competency standards and related assessment methods; ensures an efficient and equitable system for the recognition of professional, technical and trade qualifications obtained overseas;
- facilitates the integration of people with overseas qualifications into the labour market by vocational support, and education and training opportunities;
- promotes effective information services relating to the recognition of qualifications and skills and, where appropriate, developing information resources;
- reduces the barriers to the use of skills by promoting occupational deregulation and the development of national labour markets; promotes international arrangements for skills recognition.

**Publications:**

- Introduction to Skills Recognition in Australia (a leaflet);
- Migrant Skills: Improving Recognition Processes;
- The Compendium of Guidelines for the Assessment of Overseas Qualifications 1991 -92;
- Technical Qualifications: A Summary of Guidelines for Assessment of Overseas Qualifications, 1992;
- Country Education Profiles (84 booklets);
- Skills Recognition in Australia, (2 vol.);
- Research Reports:  
 Research Paper 1 - Establishment Competency-based Standards in the Professions.  
 Research Paper 2 - Competency-based Assesments in the Professions;  
 Research Paper 3 - Studies in Comparative Education: The Philippines;  
 Research Paper 4 - Studies in Comparative Education: The People's Republic of China;



Research Paper 5 - Combining Research Methodologies to Develop Competency-Based Standards for Dietitians: A Case Study for the Professions;

Research Paper 7 - A Guide to Development of Competency Standards for the Professions.

**AUSTRIA**

**Title (original):** Informationsstelle über Anerkennungen, Gleichwertigkeiten und Mobilität im Hochschulbereich

**Title (English):** Information Centre on Recognition, Equivalence of Studies and Mobility in Higher Education

**Type of institution:** Governmental

**Mailing address:** Bundesministerium für Wissenschaft und Forschung.  
Abteilung I/B/15, 1, Freyung, 1014 Wien, Austria

**Telephone:** 43-222-53120-5920 to 5923

**Telex:** 111157 bmwf

**Telefax:** 43-222-53120-6205

**Administrative structure:** Department of the Ministry of Science and Research

**Director:** Dr. *Heinz Kasparovsky*

**Person in charge:** *Dr. Christoph Demand*

**Library, documentation, computer:** Library on educational matters at the Ministry of Science and Research

**Office hours:** Monday to Friday, 8h00-17h00

**Open to callers:** On Tuesday and Thursday from 9h00 to 12h00

**Functions:**

- collects information on higher education systems abroad;
- answers to questions on equivalence of studies formulated by the Ministry of Science and Research;
- carries out discussions on recognition matters;
- represents the country within the international organisations on

recognition and mobility in higher education.

**Publications:**

- Oesterreichische Studienvorschriften. Textausgabe;
- Organisationsrecht der oesterreichischen Hochschulen;
- Rechtsvorschriften für die oesterreichischen Universitäten und Hochschulen künstlerischer Richtung. Dokumentation;
- Rechtsvorschriften für das wissenschaftliche Bibliothekswesen in Oesterreich. Dokumentation und Texte.

**BAHRAIN**

**Title (English):** National Committee of Evaluation of Academic Degrees, Ministry of Education

**Type of institution:**

**Mailing address:** P.O. Box 43, Manama, Bahrain

**Telephone:** 973 258400

**Telex:**

**Telefax:**

**Administrative structure:**

**Chairman:** Dr. H. *Al-Sulayti*

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**BANGLADESH**

**-A-**

**Title (original):** Ministry of Education, Government of Bangladesh,  
Bangladesh Secretariat

Mailing address: 1, Sonargaon Road (Palashi-Nilkhet), Dhaka 1205

**Telephone:** 880-2 415172

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

## BANGLADESH

-B-

**Title (original):** University Grants Commission of Bangladesh

**Type of institution:** An autonomous body incorporated under Act of Parliament, responsible for funding the universities of the country, and also granting recognition to degrees and diplomas.

**Mailing address:** Sher-e-BanglaNagar, Dhaka-1207, Bangladesh

**Telephone:** 812629; 861054

**Telex:**

**Telefax:** c/o 880-2-863420

**Administrative structure:** The Chairman is the Chief Executive of the institution while the authorities responsible for taking decisions are the Commission, the Vice-Chancellors, Equivalence Committee, etc.

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:** The Commission is, inter alia, responsible for determining the equivalence, and consequently, the recognition of foreign degrees and diplomas while ensuring uniformity of standard of local qualifications.

**Publications:**

## **BARBADOS**

**Title (original):** Qualifications Equivalency Committee (December 1988)

**Type of institution:** Governmental, Committee within the Ministry of Education and Culture

**Mailing address:** Ministry of Education, Jemmotts Lane, St. Michael, Barbados

**Telephone:** 809-427-3272

**Telex:**

**Telefax:** 809-436-2411

**Administrative structure:**

**Director:** Deputy Chief Education Officer (Planning and Development)

**Other persons in charge of recognition matters:**

**Total staff:** 8 (The Committee is free to co-opt persons who are able to give further help in specific areas as the need arises)

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:** To advise on the matters of equivalence of educational qualifications and on the recognition which should be given to such qualifications for the purpose of salary and to devise a policy for accrediting technical/vocational courses also for the purpose of salary.

**Publications:**

**BELARUS**

**Title (original):** Belorusskij Uchebno-Metodicheskiy Tsentr Ministerstva Obrazovaniya Respubliki Belarus

**Title (English):** Byelorussian Centre for Educational Technology of the Ministry for Education of the Republic of Belarus

**Type of Institution:** Methodological Centre for all educational levels

**Mailing address:** 2200113, Minsk, B. Khmel'nitsky str. 3, Republic of Belarus

**Telephone:** 7-0172-732-52-12

**Telex:**

**Telefax:** 7-0172-31-84-21

**Administrative structure:** Department of the Ministry for Education of the Republic of Belarus

**Director:** *Dr. Vladimir Vadyushin*

**Person in charge:**

**Total staff:** 20

**Library, documentation, computer:** available

**Office hours:** 9h00-13h00; 14h00-18h15

**Open to callers:** During office hours

**Functions:** Intensification of the teaching/learning process at all educational levels. New types, methods and forms of instruction. Syllabi and curricula.

**Publications:**



**BELGIUM****-A-****(French-speaking community)**

**Title (original):** Centre d'information sur la reconnaissance académique et l'équivalence des diplômes étrangers d'enseignement supérieur

**Title (English):** Academic Recognition and Equivalence Information Centre on Foreign Higher Education Diplomas

**Mailing address:** Ministère de l'Education, de la Recherche et de la Formation de la Communauté française. Service des equivalences de l'enseignement supérieur. Direction Générale de l'Enseignement supérieur et de la Recherche scientifique. Quartier des Arcades/6ème étage, 1ère Direction, 204 Rue Royale, 1010 Bruxelles, Belgique

**Telephone:** 32-2-210 55 77

**Telex:** 64556 edunat b

**Telefax:** 32-2-210 55 17

**Administrative structure:** The Centre is an administrative service within the Ministry of Education

**Director:** *Ms. Chantal Kaufmann*

**Total staff:** 14

**Library, documentation, computer:** Base de données "SOCRATE"

**Office hours:** 8h30-12h30; 14h00-16h00

**Open to callers:** 8h30-12h30; 14h00-16h00

**Functions:** Responds to individual requests and prepares decisions to be taken by the Minister. (The decision power is in the hands of the Education Minister for university degrees and diplomas defined by the law, as well as for certificates and diplomas delivered by non-university institutions. The universities decide on recognition matters in the context of

certificates and diplomas not defined by the law).

**Publications:**

- Liste des diplômes d'enseignement supérieur;
- L'Enseignement supérieur et la recherche scientifique en Communauté Française de Belgique.

**BELGIUM****-B-****(Dutch-speaking community)**

**Title (original):** Vlaams Ministerie van Onderwijs. Bestuur Hoger Onderwijs en Wetenschappelijk Onderzoek

**Title (English):** Ministry of Education. Higher Education Department. Academic Equivalence and Recognition Office

**Mailing address:** Koningsstraat 136, B-1000 Brussels, Belgium

**Telephone:** 32-2-211 42 65

**Telex:** 26750 natop

**Telefax:** 32-2-211 42 50

**Administrative structure:** The Centre is part of a Directorate of the Belgian Ministry of Education (Dutch-speaking community)

**Director:** *Mr. Daniel De Schryver*

**Total staff:** 6

**Library documentation, computer:**

**Office hours:** 9h00-12h00; 13h30-16h00

**Open to callers:** Monday to Friday, same hours

**Functions:** The Centre acts as an information unit and as the decision-making authority on recognition and equivalence matters. In matters concerning the university degrees and diplomas (final level) as well as for certificates and diplomas delivered by non-university institutions, the decisions are taken by the Minister of Education or his deputy. The universities themselves decide on recognition and equivalence of diplomas and degrees (entrance and intermediate level).

**Publications:** Higher Education in Flanders

**BENIN**

**Title (original):** Commission universitaire d'orientation *and* Commission nationale d'étude des équivalences de diplômes, Ministère des Enseignements moyen et supérieur

**Mailing address:** B.P. 348, Cotonou

**Telephone:** 229 301991

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**BERMUDA**

**Title (original):** Ministry of Education

**Mailing address:** P.O. Box HM 1185, Hamilton HM E

**Telephone:** 1809-2366904

**Telex:**

**Telefax:** 1809-2364006

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**BHUTAN**

**Title (original):** Department of Education, Ministry of Social Services,  
Royal Government of Bhutan

**Type of institution:** Government Department responsible for education

**Mailing address:** Thimphu, Bhutan

**Telephone:** 975-22912

**Telex:**

**Telefax:** 975-22578

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:** Co-ordination of information on academic recognition in co-operation with educational institutions.

**Publications:**

**BOLIVIA**

**Title (original):** Comité Ejecutivo de la Universidad Boliviana (CEUB)

**Title (English):**

**Type of institution:** Universitaria

**Mailing address:** Avenida Arce 2606, Casilla Postal 4722, La Paz

**Telephone:** (591 2) 379967; (591 2) 378058

**Telex:** 3438

**Telefax:** (591 2) 379967

**Administrative structure:**

**Director:** *Mr. Mario Rios Araoz*, Secretario Ejecutivo

**Heads of units:**

**Total staff:** 31

**Library, documentation, computer:** Biblioteca, Centro de Documentación y Archivo Nacional de Títulos

**Of fice hours:** lunes a viernes, 8h30-12h30, 14h30-18h00

**Functions:**

Órgano de Programación, Coordinación y Ejecución que de acuerdo al Estatuto Orgánico de la Universidad Boliviana representa al sistema: programa, coordina y ejecuta las resoluciones de los Congresos y Conferencias Nacionales de Universidades; realiza gestiones que le encomiendan las Universidades del Sistema y; lleva a cabo la planificación administrativa del Sistema Universitario.

Las Universidades del Sistema son competentes para revalidar títulos otorgados por Universidades extranjeras y expedir el correspondiente en Provisión Nacional, requisito indispensable para el ejercicio profesional en Bolivia.

El Reglamento General de Títulos, aprobado por el Sistema Universitario

reconoce, de acuerdo con las normas vigentes, títulos y diplomas obtenidos por ciudadanos bolivianos y extranjeros graduados en Universidades, Institutos, Escuelas Superiores y Academias del exterior que tengan nivel universitario reconocido por el Estado de origen (Art. 17). La revalidación de títulos y diplomas conferidos por Universidades extranjeras estará a cargo de las Universidades Estatales que tengan carreras motivo de la revalidación y, por el Comité Ejecutivo de la Universidad Boliviana (CEUB), en caso de que la carrera pertinente no exista en ninguna de las Universidades autónomas.

El reconocimiento implica: a) Reconocimiento del valor legal del título, revalidación, y; b) Reconocimiento de la validez académica del título, convalidación. La Revalidación y la Convalidación constituyen dos etapas del un solo proceso que culmina con el otorgamiento del Título en Provisión Nacional.

**Publications:**



**BRAZIL**

**Title (original):** Divisao de Organiza,cao do Ensino Superior, Ministerio de Educacao

**Mailing address:** Esplanada dos Ministerios, Bloco L, 3° andar, sala 219, 70047-903 Brasilia, DF

**Telephone:** 55-61 225-6032

**Telex:**

**Telefax:** 55-61-224-8920

**Administrative structure:** Divisao de Organiza,cao do Ensino superior

**Director:** *Mr. Jose Walter Pereira dos Santos*

**Other persons in charge of recognition matters:**

**Total staff:** 20

**Library, documentation, computer:**

**Office hours:** 8h30-12h00; 14h00-18h30

**Open to callers:** 9h00-12h00; 14h30-18h00

**Functions:** Coordonner les systemes de reconnaissance des diplomes des universites et des institutions d'enseignement supérieur.

**Publications:**

**BULGARIA**

**Title (English):** International Relations Department of the Ministry of Education and Science

**Mailing address:** 18 Stamboliisky bld. 1000 Sofia, Bulgaria

**Telephone:** 359-2-802537

**Telex:** 23255 mnvo bg

**Telefax:** 359-2-880600

**Administrative structure:**

**Director:** Prof *Jordan Stoychkov*

**Persons in charge:** *Ms. Ivanca Yordaneva*

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Functions:** The Department is responsible for the final decision in the field of the academic recognition. The activities of the Department are organized as follows: - research pertaining to educational systems in other countries with special emphasis on the recognition matters; information and documentation on higher education; - provides study opportunities in higher education for Bulgarian and foreign students; - completion of projects and concluding of agreements on academic recognition.

**Publications:**

## **BURKINA-FASO**

**Title (original):** Commission nationale d'equivalence des titres et diplomes (CNEID);

**Mailing address:** Universite de Ouagadougou, B.P. 1990,.Ouagadougou

**Telephone:** 226 333462

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

## **BURUNDI**

**Title (original):** Commission d'équivalence des titres et diplômes universitaires de l'enseignement supérieur

**Mailing address:** B.P. 1990, Bujumbura

**Telephone:** 257-22-218

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**CAMEROON**

**Title (English):** Ministry of Higher Education

**Mailing address:** P.O. Box 1457 Yaounde

**Telephone:** 237-23-14-07

**Telex:** 8418 KN

**Telefax:**

**Administrative structure:** Directorate of Training and Orientation of Higher Education; Division of Comparative University Systems and of Equivalences

**Director:** *Mr. Guillaume Bwele*

**Other persons in charge of recognition matters:** *Profit Jean Ongla, Mr. Felix Ko2~o, Mr. Daniel Bika Ze*

**Total staff:** 17

**Library, documentation, computer:** Only miscellaneous documents

**Office hours:** 7h30-12h00; 14h30-18h00, Monday through Friday

**Open to callers:**

**Functions:** In charge of processing applications for equivalences of diplomas and certificates.

**Publications:**

- Presidential decree creating a National Commission for Equivalences;
- Ministerial order fixing the modalities of the functioning of the Technical Sub-Committees of Equivalence;
- Ministerial orders giving individual equivalences to certificates.

**CANADA**

**Title (original):** The Canadian Information Centre for International Credentials (the Centre)

**Mailing address:** 252 Bloor Street West, Suite 5-200, Toronto, Ontario, Canada M5S 1V5

**Telephone:** 1-(416)-964-2551/ext. 242 or 245

**Telex:**

**Telefax:** 1-(416) 964-2296

**E-mail: Bitnet:** CMEC@OUTUROISE

**Internet:** CMEC@OISE1.OISE.ON.CA

**Administrative structure:** The Centre is housed with the Council of Ministers of Education of Canada. It is directed by a management committee which consists of representatives of both federal and provincial governments, national education NGOs, professional organizations and the Canadian Commission of UNESCO

**Coordinator:** *Dr. Wenona Gives*

**Total staff:** 3 part-time

**Library, documentation, computer:** Data on provincial education systems entered on TRACE Profile 1, database of regulated professional bodies and other agencies in each province involved in the assessment of foreign qualifications

**Office hours:** 8h30-17h00

**Open to callers:** During office hours

**Functions:** The Centre functions mainly as a centralized referral service. These services are extended to individuals and organisations from all counties. The Centre provides information on Canadian procedures for assessment of academic and professional qualifications. Working in

cooperation with Canadian associations and agencies, the Centre promotes networking among existing information sources and assists in providing current information on Canadian education systems. The Centre also facilitates the flow of information throughout Canada concerning foreign degrees and diplomas.

**Publications:** Going to Canada to Study, 2nd Edition, 1992

## **CHAD**

**Title (original):** Commission d'admission de l'Universite, Universite du Tchad

**Mailing address:** B.P. 1117, Avenue Mobutu, N'Djarnena

**Telephone:** 235-515946

**Telex:** unitchad 5369 kd

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**



**CHILE**

**Title (original):** Consejo de Rectores de Universidades Chilenas

**Mailing address:** Alameda 1271, 4° piso, Casilla 14798, Santiago

**Telephone:** 56-2 6964286

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**CHINA**

**Title (original): Title (English):** The Office of the Academic Degrees Committee of the State Council (The Office of the ADCSC)

**Type of institution:** Educational administration

**Mailing address:** Office of the Academic Degrees Committee, #37 Damucang, Xidan 100816, Beijing

**Telephone:** 86-1-6021964

**Telex:**

**Telefax:** 865-1-6021964

**Administrative structure:** The Academic Degrees Committee of the State Council (ADCSC) is the highest administrative body in charge of the academic recognition work throughout the country. All the 46 members of the ADCSC appointed by the State Council are the most outstanding scientists and experts in different scientific fields. Under the ADCSC, the Office of the ADCSC is an administrative body, dealing with the routine matters of the committee.

**Director:** *Mr. Zhong-Lie Wang*

**Other persons in charge of recognition matters:**

**Total staff:** 33

**Library, documentation, computer:** Nine sets of computers

**Office hours:** Monday to Saturday, 8h00-12h00; 13h00-17h00

**Open to callers:** As above

**Functions:** make policies on the academic degrees and graduate education; evaluate the quality of the academic degrees and graduate education; collect, process and publish the information on academic degrees and graduate education; coordinate with the foreign agencies on the international academic recognition and exchanges; promote and establish the professional academic systems in China.

**Publications:**

- Journal of the Academic Degree & Graduate Education.
- Directory of Chinese Institutions of Higher Learning and Research Institutes Authorized to Confer Doctor's and Master's Degrees (Higher Education Press, 1988).
- Journal of the Chinese Doctors' Scientific Research Achievements.
- A Decade of Academic Degrees Conferral in China (Beijing, 1991).

**COLOMBIA**

**Title (original):** Instituto Colombiano para el Fomento de la Educación Superior (ICFES), Oficina de Coordinación Internacional y Convalidación de Títulos

**Title (English):**

**Type of institution:** Instituto Publico de carater academico del 6rden nacional adscrito al Ministerio de Educación

**Mailing address:** Apdo Aero 6319, Calle 17 no 3-40, Bogota, D.E.

**Telephone:** 57-1 2819311; 57-1 2839506

**Telex:** 42304 icfes co

**Telefax:** 57-1 2868045

**Administrative structure:**

**Director:** *Mr. Roque Gonzalez Garzon*

**Other persons in charge of recognition matters:**

**Total staff:** Directivo

	7
Profesional	112
Tecnico	57
Administrativo	181
Secretarial	49

**Library, documentation, computer:** Sistema de Información para la Educación Superior (SIDES); Biblioteca General; Hemeroteca Nacional ICFES y Centro de Audiovisuales.

**Of fice hours:** lunes a viernes, 8h30-17h30

**Open to callers:**

**Functions:** De acuerdo al Decreto 81 de 1980, el ICFES es la entidad

encargada de fomentar la educación superior en Colombia. Funciones de la Oficina de Coordinación Internacional y Convalidación de Títulos:

- Coordinar las relaciones internacionales del ICFES de acuerdo con las instrucciones de la Dirección y políticas del Instituto;
- Coordinar los procesos necesarios para la convalidación de títulos y homologación de materias en educación superior obtenidas o cursadas en el extranjero;
- Asesorar a la Dirección General en las relaciones con gobiernos y entidades extranjeras y con organismos internacionales;
- Informar a las instituciones de educación superior y a las dependencias respectivas del Instituto sobre las ofertas de cooperación técnica y financiera de entidades y gobiernos extranjeros;
- Informar a las misiones diplomáticas acreditadas ante el gobierno colombiano y las de Colombia en el exterior, sobre las disposiciones legales vigentes y programas de educación superior, así como sobre los requisitos para la obtención de títulos en el país y la denominación de los mismos;
- Establecer y mantener contactos con la Oficina de Relaciones Internacionales del Ministerio de Educación Nacional y con la División de Relaciones Culturales del Ministerio de Relaciones Exteriores, en lo referente a la correcta interpretación de los convenios culturales;
- Comprobar y refrendar los títulos de educación superior cursados en Colombia que se acrediten en el exterior.

**Publications:**

- Memorias de Eventos Científicos Colombianos;
- Estadísticas de la Educación Superior;
- Los Puntajes más altos en los Exámenes de Estado;
- Estadísticas de Población - S.N.P.

**CONGO**

**-A-**

**Title (original):** Universite Marien Ngouabi

**Mailing address:** B.P. 69, Brazaville

**Telephone:** 242-812436

**Telex:** 5331 kg

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**CONGO**

**-B-**

**Title (original):** Ministère des enseignements secondaire et supérieur

**Mailing address:** B.P. 493, Brazzaville

**Telephone:** 242 831986

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition Gaffers:**

**Total staff:**

**Library, documentation, computer;**

**Office hours: Open to callers:**

**Functions:**

**Publications:**

## COSTA RICA

**Title (original):** Consejo Nacional de Rectores (CONARE), Oficina de Planificación de la Educación Superior (OPES), Oficina de Reconocimiento y Equiparación (ORE)

**Title (English):**

**Type of institution:** (CONARE) Organismo de Coordinación de la Educación Superior Universitaria Estatal

**Mailing address:** Apartado 374 - 2050, San Pedro Montes de Oca, San José, Costa Rica

**Telephone:** 506 24 30 66/506 24 27 20

**Telex:**

**Telefax:** 506 34 03 74

**Administrative structure;**

**Director:** *Mr. Sc. Jose' Andre's Masis*, Director

**Other persons in charge of recognition matters:** *Dr. Jorge Vargas C.*, Jefe de la Oficina de Reconocimiento y Equiparación de la OPES

**Total staff:** 2

**Library, documentation, computer:** Centro de Documentación y Biblioteca

**Office hours:** Lunes a viernes, de 7h30 a 12h00; de 13h00 a 16h00

**Open to callers:**

**Status:** Artículo 30. Convenio de Coordinación de la Educación Superior Universitaria Estatal en Costa Rica (20 abril 1982); Reglamento del artículo 30 del Convenio de Coordinación (19 agosto 1986)



**Functions:** Recibir las solicitudes de reconocimiento y equiparación de grados y títulos expedidos por instituciones de educación superior universitarias del extranjero y prevenir que se complete en su caso el expediente de cada interesado , para remitirlo a la Oficina de Registro o su "hom61Oga" de la institución encargada de tramitarlo, según la decisión de la Comisión de Reconocimiento y Equiparación CONARE.

Comisión de Reconocimiento y Equiparación CONARE:

- Decidir, en cada caso, cual institución tramitara la solicitud de reconocimiento o de equiparación.
- Vigilar al correcto funcionamiento de la Oficina de Reconocimientos y Equiparación de títulos y grados.
- Recomendar al CONARE el monto de los derechos a cobrar por el trámite de reconocimiento y de equiparación de grados y títulos. Dicho monto debera revisarse cada dos años por lo menos."

**Publications:**

**COTE D'IVOIRE**

**Title (original):** Universite nationale de Cote d'Ivoire

**Mailing address:** B.P.V. 34, Abidjan

**Telephone:** 225 439000

**Telex:** 23469 rectu i

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

## **CROATIA**

**Title (original):**

**Title (English):** Ministry of Science and Technology

**Type of institution:**

**Mailing address:** Strossmayerov trg 4, 41000 Zagreb, Croatia

**Telephone:** 385-41-428 318

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**CUBA**

**Title (original):** Departamento Juridico, Ministerio de Educaci6n Superior

**Type of institution:** Gubernamental

**Mailing address:** Calle 23 esq. F. Vedado, La Habana, CP. 10400

**Telephone:** 30-9046 y 36655 Ext. 143

**Telex:** 0511253 mes

**Telefax:** (537) 3330996 \* 333295 \* 333070

**Administrative structure:**

**Director:** *Lic. Jorge Valde's Asan*

**Other persons in charge of recognition matters:**

**Total staff:** 2

**Library, documentation, computer:** Disposiciones Juridicas

**Office hours:** de 8h30 a 17h30

**Open to callers:**

**Functions:** El Departamento Juridico del Ministerio de Educacion Superior de Cuba es el encargado de la tramitaci6n de las solicitudes de convalidacion de estudios, titulos y diplomas de nivel superior obtenidos en el extranjero, los que, despues de un proceso de consultas con e speci alistas de l as respectivas materias, son remitido s medi ante dictamen al Jefe del Departamento Juridico, persona encargada con la decision de lo propuesto en el dictamen, quien se pronunciara sobre la validez del documento academico, convalidandolo o no, acorde a la legislacion vigente el la Republica de Cuba y los Tratados de los que la misma es parte.

**CYPRUS**

**Title (English):** Information Service on Academic Recognition and Mobility

**Mailing address:** Department of Higher and Tertiary Education, Ministry of Education, Gregory Afxentiou Str., Nicosia, Cyprus

**Telephone:** 357-2-30 24 56

**Telex:** 3002 minaff or 5760 mineduc

**Telefax:** 357-2-445021

**Administrative structure:** The Service comes under the jurisdiction of the Department of Higher and Tertiary Education.

**Director:** Mr. *Stavros Philippides*

**Heads of sections:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:** Monday through Friday 7h30-14h30; Thursday 15h00-18h00

**Open to callers:** During office hours

**Functions:**

- Information and documentation services;
- Advisory services to decision-makers;
- Decision-making functions and liaison with international networks.

**Publications:**

**CZECH REPUBLIC**

**- A -**

**Title (original):** Ministerstvo školství CR

**Title (English):** Ministry of Education, Youth and Sports of the Czech Republic. International Relations Department. Academic Recognition, Equivalence and Mobility Services

**Mailing address:** Karlovská 7, 118 12 Praha 1, Czech Republic

**Telephone:** 42-2-536635 or 42-2-530590

**Telex:**

**Telefax:** 42-2-531 322

**Administrative structure:**

Head of Department: Mr *J. Kopecký*

Persons in charge:

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**CZECH REPUBLIC**

**- B-**

**Title (original):** Centrum pro studium vysokeho skolstvi

**Title (English):** The Branch Centre for Equivalence of Documents about Education

**Mailing address:** U Luzickeho Seminare 13, 110 00 Praha 1, Czech Republic

**Telephone:**42-2-53-23-32

**Telex:**

**Telefax:** 42-2-55-19-45

**Administrative structure:**

**Head of Department:**

**Persons in charge:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**DEMOCRATIC PEOPLE'S REPUBLIC OF KOREA**

**Title (English):** National Commission of the Democratic People's Republic of Korea for UNESCO

**Type of institution:** Secretariat of National Commission for UNESCO responsible for coordination and dissemination of information on academic recognition in cooperation with institutions of higher learning.

**Mailing address:** Ministry of Foreign Affairs, Pyongyang, Democratic People's Republic of Korea

**Telephone:** 850-2-35350

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:** *Mr. Li Tae &yun* (Secretary-General)

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**



**DENMARK**

**Title (original):** Rektorkollegiets Sekretariat

**Title (English):** The Secretariat of the Danish Rectors' Conference

**Type of Institution:** Recognition/Equivalence and Mobility Information Centre

**Mailing address:** c/o Undervisningsministeriet, Frederiksholms Kanal 26, DK-1220 Kobenhavn K, Denmark

**Telephone:** 45-3392 5406

**Telex:** 16243 educ dk

**Telefax:** 45-3392 5075

**Administrative structure:** The Centre is a part of the Secretariat of the Danish Rectors' Conference

**Director:** *Ms Ellen Hansen*

**Head of section:** *Ms Sette Kirstein*

**Assistant Head of section:** *Ms. Helen Rasmussen*

**Total staff:** 2 part-time

**Library, documentation, computer:** Available

**Office hours:** 9h00-16h00, Friday 9h00-15h00

**Open to callers:** During office hours

**Functions:**

- provides information to individuals and to institutions in Denmark, about the equivalence of foreign degrees, examinations, etc.;
- collects the necessary information for making an evaluation and then refers it to the institution where the corresponding education takes place in Denmark. The actual competence lies with the

institution, and it is here that the equivalence decision is made, represents Denmark in different international networks concerning equivalence, i.e. the NARSCs network, the NEICs network, the TRACE network, the Nordic network as well as the UNESCO network.

**Publications:**

**DOMINICAN REPUBLIC**

**Title (original):** Consejo Nacional de Educacion Superior (CONES)

**Mailing address:** Vicente Celestino Duarte 19, Zona Colonial, Santo Domingo

**Telephone:** 809 686-8781

**Telex:**

**Telefax:** (809) 689-4026

**Administrative structure:**

**Director:** *Ms. Altagracia Bautista de Suarez*, Presidenta

**Other persons in charge of recognition matters:**

**Total staff:** 39

**Library, documentation, computer:** Centro de Documentación y Biblioteca, Estadísticas, Evaluación de proyectos, Asesorías

**Office hours:** de lunes a viernes, 8h00-14h30

**Open to callers:**

**Functions:** Supervisar, asesorar y regular la Educación Superior Dominicana.

**Publications:** Diagnostico de la Educación Superior Dominicana (1985).

**ECUADOR**

**Title (original):** Comision Academica del Consejo Nacional de Universidades y Escuelas Politecnicas (CONUEP)

**Title (English):**

**Type of institution:** Organismo Interuniversitario Autonomo

**Mailing address:** 9 de Octubre 624 y Jeronimo Carrion, Quito

**Telephone:** 593-2 569898

**Telex:** 21442 conuep ed

**Telefax:** 593-2 563685

**Administrative structure:**

**Director:** *Dr. Theodoro Coello Vazquez*, Presidente

*Dr. Gonzalo Munoz Jaramillo*, Secretario General

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:** Ley de Universidades y Escuelas Politecnicas (14 de mayo de 1982): "Capitulo I, de su constitucion, fines y objetivos, art. 1...; Otorgar, reconocer y revalidar en forma privativa grados academicos y titulos profesionales, ..." Reglamento Interno del consejo nacional de Universidades y Escuelas Politecnicas (3 de Marzo 1989): "Capitulo primero, Principios, Fines y Atribuciones del Consejo, Art. 4 (Atribuciones y Deberes del CONUEP), M) Fijar las normas fundamentales

para la revalidación y equiparación de títulos, de acuerdo a las disposiciones establecidas en las leyes nacionales y en los acuerdos internacionales ratificados por el Estado;"

"Capítulo Tercero, de la Organización del Consejo, Párrafo 3, (De las Comisiones del Consejo), Art. 19 Comisión Académica ... La Comisión Académica estudiará e informará al Consejo sobre la orientación, coordinación y armonización de la enseñanza superior en el país, la unificación de planes, programas de estudio y títulos de las universidades y escuelas politécnicas, las normas para el funcionamiento de los cursos de postgrado; lo relacionado a las becas oficiales destinadas a la educación superior; la revalidación, reconocimiento y equiparación de títulos y, sobre las relaciones internacionales universitarias..."

**Publications:**

**EGYPT****-A-****Title (original):** Supreme Council of Universities**Mailing address:** Orman, Giza**Telephone:** 20-2 726131 / 20-2 728877/ 20-2 728736**Telex:** 92312 frcu un**Telefax:** 20-2 728722**Administrative structure:****Director:****Other persons in charge of recognition matters:****Total staff:****Library, documentation, computer:****Office hours:****Open to callers:****Functions:** Provides information on the admission to the following Egyptian Universities (Cairo, Alexandria, Ain Shams, Assuit, Mansoura, Tanta, Zakazik, Helvan, Monofia, Suez Canal and Minia)\***Publications:**

- \* Information on the admission to: the El-Azher University (Address: Nasr City, Cairo); the Academy of Arts (Address: El-Ahram, Giza) and the Sadat Academy are provided by the centres established individually within these institutions.

**EGYPT**

**-B-**

**Title (original):** Ministry of Higher Education

**Mailing address:** 4 Ibraheim Nageib Street, Garden City, Cairo

**Telephone:** 20-2 726131 / 20-2 728877 / 20-2 728736

**Telex:** 92312 frcu un

**Telefax:** 20-2 728722

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer.**

**Office hours:**

**Open to callers:**

**Functions:** Provides information on the admission to the Colleges and Institutes out of Universities, and on the admission of foreign students to Universities and Higher Institutions.

**Publications:**

**EL SALVADOR**

**Title (original):** Direccion de Educacion Media y Superior, Ministerio de Educacion

**Title (English):**

**Type of institution:** Gubernamental

**Mailing address:** Colonia Quezaltepec, Calle Quezaltepec, Edificio Quezaltepec, 2da. Planta, Santa Tecla, San Salvador

**Telephone:** 281019; 283891

**Telex:**

**Telefax:** 280377

**Administrative structure:**

**Director:** *Mr. Luis Alonso Reyes Benitez*

Heads of units:

**Total staff:** 4

**Library, documentation, computer:**

**Office hours:** 8h00-16h00

**Functions:** Registros, Autenticas, Incorporaciones de calificaciones y titulos de Educacion Superior extendidos en el pais o en el extranjero.

**Publications:** Anuario de Educacion Superior en Cifras.



## **ETHIOPIA**

**Title (English):** Higher Education - Main Department

**Mailing address:** P.O. Box 30747, Addis Abeba

**Telephone:** 251-1 550088

**Telex:** 21452 cohed et Cable: etche

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**FINLAND**

**-A-**

**Title (original):** Kansainvalisen Henkilovaihdon Keskus

**Title (English):** Finnish Centre for International Mobility and Exchange Programmes (CIMO)

**Mailing address:** P.O. Box 343, SF-00531 Helsinki, Finland

**Calling address:** Hakaniemenkatu 2, Helsinki, Finland

**Telephone:** 358-0-7061

**Telex:** 122093 cimo sf

**Telefax:** 358-0-763911

**Administrative structure:** CIMO is an independent centre funded by the Ministry of Education

**Director:**

**Person in charge:** *Mrs. Ilannele Ahti*

**Total staff:** 28

**Library, documentation, computer:** Available

**Office hours:** 8h00-16h15; June-Aug.: 8h00-15h15

**Open to callers:** During office hours

**Functions:**

- CIMO creates, coordinates and administrates exchange programmes for students, postgraduates, professional experts and trainers;
- it provides information, counselling and consultative services related to international mobility and exchanges between Finland and other countries;
- the centre coordinates the international TRACE database network in Finland and serves as the National Grant Awarding Authority (NGAA) for the ERASMUS programme.

**Publications (In English):**

- Higher Education and research in Finland;
- An introduction to Higher Education in Finland;
- Information uber das Hochschulstudium in Finland;
- Study in Finland 1992-1993: English Language Programmes in Finnish Universities;
- Recognition of Foreign Academic Studies in Finland;
- Development in Education;
- Vocational Education in Finland.

**FINLAND****-B-****Title (original):** Opetusministerio**Title (English):** Ministry of Education. Department for Higher Education and Research, Equivalence and Recognition Services**Mailing address:** P.O. Box 293, 00171 Helsinki, Finland**Calling address:** Meritullinkatu 10, 00170, Helsinki, Finland**Telephone:** 358-0-134 171**Telex:** 122079 mined sf**Telefax:** 358-0-656 765**Administrative structure:** Within the Ministry the Department of Higher Education and Research and its Bureau for Study Affairs.**Person in charge:** *Mrs. Sirkka-Leena Hotkko*, Senior Adviser**Library documentation, computer:** Available**Office hours:** 8h00-16h15; June-August: 8h00-1Sh15**Open to callers:** During office hours**Functions:**

- Decisions on recognition of foreign diplomas and degrees for posts in public administration;
- General information about the equivalence of degrees and diplomas,
- Recommendations for the instructions on the recognition of foreign degrees in institutions of higher education;
- Liaison with international networks, such as UNESCO/CEPES/NIB, Council of Europe/NEIC and EC/NARIC.

**Publications:**

- Higher education in Finland;
- Guide for foreign students 1989-1990;
- Study in Finland. International Programmes in Finnish Universities

1992-1993.

- An Introduction to Higher Education in Finland. A Brief Guide for Foreign Students;
- Education in Finland 1991;
- KOTA. The Database on Higher Education Statistics 1991;
- Recognition of Foreign Academic Studies in Finland (also in Finnish);
- Vocational Education in Finland.

**FRANCE**

**Title (original):** Centre d'information sur la reconnaissance des diplomes et la mobilite academique

**Title (English):** Information Centre on the Recognition of Diplomas and Academic Mobility

**Mailing address:** Ministere de l'Education Nationale, de la Jeunesse et des Sports. Direction des affaires generates internationales et de la cooperation. Sous-direction des affaires multilaterales. Bureau de reevaluation de l'information et des comparaisons internationales. DAGIC 7, 110 Rue de Grenelle, 75007 Paris, France

**Telephone:** 33-1-40-65-65-90

**Telex:** 270925 eduna f

**Telefax:** 33-1-45-44-57-87

**Administrative structure:** The Centre is integrated in the services of the French National Ministry of Education, Youth and Sports

**Director:** *Mr. Antoine Bousquet* (Sous-Directeur)

**Other persons in charge of recognition matters:** *Ms. Solange de Serre* (Chief DAGIC Bureau)

**Total staff:**

*Ms. Christine Eusebe* (EEC and AELE countries), 33-1-40 65 66 53

*Ms. Cecile Vu Thi Mai* (Africa, America, Asia, Central and Eastern Europe), 33-1-40 65 67 80

**Library, documentation, computer:** Small library on French and foreign education systems on the way of computerisation. 4 PC computers, 1 data base on international and foreign universities and financial supports.

**Office hours:** 14h00-17h30

**Open to callers:** Answers only to written or telephonic requests

**Functions:**

- evaluates co-operation among higher education institutions. Provides information on the academic mobility and on the recognition of foreign diplomas;
- issues certificates confirming the studies undertaken for recognition purposes;
- provides information and advice to universities, higher education establishments, French cultural services abroad and foreign public cultural bodies;
- replies to any written requests for information from individuals and public or private institutions needing to solve a problem of recognition of diplomas relating to the pursuance of studies or the exercise of a professional activity.

**Publications:**

**GABON**

**-A-**

**Title (original):** Universite Omar Bongo

**Mailing address:** Libreville

**Telephone:** 241-732033

**Telex:** 5336 ung

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**



**GABON**

**-B-**

**Title (original):** Universite des Sciences et Techniques de Masuku

**Mailing address:** B.P. 190, Franceville

**Telephone:**

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**GABON**

**-C-**

**Title (original):** Commission permanente des Equivalences

**Mailing address:** B.P. 17011, Libreville

**Telephone:**

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**GERMANY****Equivalence/Recognition:**

**Title (original):** Zentralstelle für Ausländisches Bildungswesen im Sekretariat der Kultusminister Konferenz

**Title (English):** Central Office for Foreign Education in the Secretariat of the Standing Conference of the Ministers of Education and Cultural Affairs

**Mailing address:** Nassestrasse 8, 53113 Bonn, Germany

**Telephone:** 49-228/50 10/

**Telex:** 886587 kmk D

**Telefax:** 49-228-50 14 86

**Administrative structure:** Special department of the Secretariat of the Standing Conference of the Ministers of Education and Cultural Affairs. Four sections:

A. General and basic questions;

B. Evaluation and recognition of foreign educational qualifications I;

C. Evaluation and recognition...II;

D. Internal documentation and library services.

**Director:** *Dr. Gfinter Reuhl*

**Heads of sections:** *Dr. Gunter ReuXI*  
*Mrs. Monika Wendt*  
*Dr. Peter Oberschelp*  
*Dr. Holger Conrad*

**Total staff:** 40

**Library, documentation, computer:** Computer facilities for registration of the individual evaluation cases/applicants, data exchange and word processing

**Office hours:** 8h00-12h00; 12h30-16h00

**Open to callers:** 10h00-13h00; 14h00-16h00

**Functions:**

- evaluation of foreign educational qualifications and diplomas of higher education upon request from the authorities legally entitled to decide on individual cases of recognition (e.g. ministries, universities, courts, etc.);
- elaboration of general equivalence schemes and placement recommendations;
- assistance in the preparation of bilateral agreements on mutual recognition of diplomas;
- participation in national and international committees on equivalences and mobility;
- collection and analysis of information and documents - periodicals, official bulletins, university guides dealing with foreign educational systems, professional, technical and university studies, to allow the evaluation of the foreign diplomas and to provide any information to official authorities.

**Publications:**

- Bewertungsvorschläge. [Recommendations on the admission of students from foreign countries to institutions of higher education in the Federal Republic of Germany]. A loose-leaf collection of all foreign schoolleaving certificates, updated regularly.
- Bildungssysteme und Bildungsnachweise osteuropäischer Länder. [Educational systems and qualifications of countries of Eastern Europe, especially Poland, Yugoslavia, Romania and the Soviet Union (1979-1983)].
- Informationen zum Hochschulrecht. [Information on legislation literature and judicial decisions in the field of higher education].
- Nichtärztliche Heilberufe. [Para medical professions; e.g. nurses, technical assistants, physiotherapists in some countries of Western Europe (1981 - 1983)].
- Ausländische Hochschulsysteme (Foreign Systems of Higher

Education) (1989 - 92).

**Mobility:**

**Title (original):** Deutscher Akademischer Austauschdienst

**Title (English):** German Academic Exchange Service

**Mailing address:** Kennedyallee 50, D - 5300 Bonn

**Telephone:** 49-228-88 21

**Telex:** 88 55 15 daad d

**Person in charge:** *Dr. L. Vohs*

**GHANA**

**Title (original):** Higher Education Division, Ministry of Education

**Mailing address:** P.O. Box M28, Accra

**Telephone:** 665421 ext. 3640

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:** Mr. *N. Kotey*

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation computer:**

**Office hours:** 8h00-12h30;13h30-17h00

**Open to callers:**

**Functions:**

**Publications:**

**GREECE****- A -**

**Title (English):** Inter-University Centre for the Recognition of Academic Titles (DIKATSA)

**Type of institution:**

**Mailing address:** Leoforos Sygrou 112, 11741 Athens, Greece

**Telephone:** 30-1-922 25 26; 30-1-922 90 65

**Telex:** 21 31 87 dika gr

**Telefax:** 30-1-921 80 52

**Administrative structure:** The Centre is a National Centre outside the Ministry of Education. The twelve members of the Administrative Council (all university professors nominated by their institutions) are appointed by the Ministry of Education. They cover the main fields and branches of study.

**President:** *Prof Emmanuel Konstantinidis*

**Total staff:** 20

**Library, documentation, computer:**

**Office hours:** May-September: 7h30-14h30

October-April: 7h30-15h00

**Functions:** The Centre acts as an information unit and as a decision-making body on individual cases.

**Publications:**

**GREECE****-B-****Title (English):** Institute of Technological Education (ITE)**Type of institution:****Mailing address:** 56 Leoforos Sygrou Av., 11742 Athens, Greece**Telephone:** 30-1-922 1000; 30-1-921 6617**Telex:****Telefax:** 30-1-92 27 716**Administrative structure:** The Institute of Technological Education is a Ministry of Education and Religion authoritative organisation**President:** *Profit Dr. Charalambos Tsiltiklis***Total staff:** 13**Library, documentation, computer:****Office hours:****Functions:**

- consults on scientific and educational matters concerning the third level higher technological education;
- decides on matters concerning the equivalence of foreign academic qualifications with the disciplines and courses offered by the Technological Education Institutions (TEIs);
- functions both as National Academic Recognition Information Centre (NARIC) and decision body on matters concerning the equivalence of qualifications awarded abroad by non-university higher education institutions to the TEI degree "ptychio".



**GUATEMALA**

**Title (original):** Universidad de San Carlos, Departamento de Registro y Estadísticas

**Title (English):**

**Type of institution:** Universitaria

**Status:** Ley Organica de la Universidad de San Carlos de Guatemala, Ley de Co legiac ion Ob ligatori a

**Mailing address:** Ciudad Universitaria, Zona 12, 01012 Guatemala

**Telephone:** Central 760790 al 4; 760985 al 6

**Telex:**

**Telefax:** 767221

**Administrative structure:**

**Director:** *Mr. Juan Alfonso Fuentes Soria*, Rector

Heads of units:

**Total staff:**

**Library, documentation, computer:** Centro de Documentacion y Biblioteca

**Office hours: Open to callers:**

**Functions:**

- Reconocimiento de Grados Academicos;
- Registro de Estudios Especializados,
- Equivalencia de Estudios entre Unidades Academicas y Universidades Privadas de Guatemala y entre Universidades

Extranjeras y la Universidad de San Carlos;

- Incorporacion de profesionales egresados de Universidades o Instituciones de Enseñanza Superior del extranjero;
- Otorgamiento de Licencias para ejercer Profesiones facultativas.

**Publications:**

Publicaciones mensuales y anuales.

**GUINEA**

**Title (original):** Direction Nationale de l'Enseignement Supérieur

**Title (English):**

**Type of institution:**

**Mailing address:** c/o Ministère de l'Enseignement Supérieur et de la Recherche Scientifique, B.P. 964 Conakry, République de Guinée

**Telephone:**

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Heads of units:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Functions:**

**Publications:**

**GUYANA**

**Title (original):** Guyana National Equivalency Board, Ministry of Education

**Mailing address:** 26 Brickdam, P.O. Box 1014, Georgetown

**Telephone:** 592-2 63094

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

## HAITI

**Title (original):** Ministere de l'Education Nationale

**Mailing address:** 5, avenue Marie-Jeanne, Port-au-Prince

**Telephone:** 509 21757

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**HOLY SEE**

**Title (original):** Congregazione per l'educazione cattolica

**Title (English):** Congregation for Catholic Education

**Type of institution:** Recognition and equivalence information centre

**Mailing address:** 3 Piazza Pio XIII, 00193 Rome, Italy

**Telephone:** Rome 39-50-69 84 161

**Telex:** 20 24 Dirgentel va

**Telefax:** 39-6-698-41-72

**Administrative structure:** The Congregation has three Sections, one of which deals with universities. The senior official of each Section is a "Capo Ufficio" (Head of Section). The Congregation has a Cardinal as its Prefect, an Archbishop as its Secretary and also an Under-Secretary.

**Director:** The Prefect

**Total staff:** 32

**Library, documentation, computer:** The Congregation has a library

**Office hours:** 8h30-13h30; Tuesdays and Fridays: 17h00-20h00

**Open to callers:** 10h00-13h00

**Functions:**

- constant contact with Bishops, Episcopal Conferences;
- various contacts with individual universities and faculties;
- contact with UNESCO and with the Council of Europe through the Holy See's representatives to them.

**Publications:** "Seminalium" (quarterly publication).

**HONDURAS****-A-**

**Title (original):** Consejo Universitario de la Universidad Nacional Autónoma de Honduras (IJNAH)

**Type of institution:** Institucion de Educacion Superior Estatal

**Mailing address:** Ciudad Universitaria Jose Trinidad Reyes, Tegucigalpa, Municipio del Distrito Central, Apartado Postal 3560

**Telephone:** 504 32-2110

**Telex:** unah hol289

**Telefax:** 504 314601

**Administrative structure:**

**Director:** *Ldo. Jorge Omar Casco Zelaya*, Rector

**Other persons in charge of recognition matters:****Total staff:**

**Library, documentation, computer:** Centro de Documentacion y Biblioteca

**Office hours:** 7h00-21h00

**Open to callers:**

**Functions:** Son atribuciones del Consejo Universitario: - Reconocer equivalencias de estudios y títulos profesionales, de conformidad con las leyes respectivas y los Tratados (Artículo 12 e) de la Ley Organica de la Universidad).

**Publications:**

**HONDURAS**

**-B-**

**Title (original):** Ministerio de Educacion Publica

**Mailing address:** Ira Calle, entre 2da, 3ra y 4ta Avenidas,  
Comayaguela, D.C.

**Telephone:** 504 227497

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**



**HUNGARY**

**Title (original):** Muvelodesi es kozotatasi Miniszterium, Magyar Ekvivalencia es Informacios Kozpont

**Title (English):** Ministry of Culture and Education, Hungarian Equivalence and Information Centre

**Mailing address:** Szalai u. 10-14, H-1055 Budapest, Hungary

**Telephone:** 36-1-132-19-32

**Telex:** 22-59-35 h

**Telefax:** 36-1-132-19-32; 36-1-153-35-53

**Administrative structure:**

**Director:** Dr. *Tibor G3vula Nagy*

**Total staff:****Library, documentation, computer:****Office hours:****Functions:**

- conclusion and application of international agreements on recognition;
- validation of foreign diplomas of higher education.

**Publications:**

**ICELAND**

**Title (English):** Office for Academic Affairs, University of Iceland

**Type of institution:** Equivalence, recognition and mobility information centre

**Mailing address:** University of Iceland, v/ Sudurgata, ISL-101 Reykjavik, Iceland

**Telephone:** 354-1-69 45 86

**Telex:** 2307 isinfo

**Telefax:** 354-1-21331

**Administrative structure:** The Centre acts as Iceland's NARIC (National Academic Recognition Information Centre) and NEIC (National Information Centre on Academic Mobility and Equivalence) within the framework of the European Community and the Council of Europe

**Director:** *Mr. Thodur Kristinsson*

**Heads of sections:** Asgerdur Kjartansdottir and Karitas Kvaran

**Total staff:** 3

**Library, documentation, computer:** The Information Office - Studies Abroad serves as a documentation centre for the office for academic affairs since the centre has various books on educational systems around the world, as well as study catalogues from individual schools and universities. MacIntosh computers are used for data processing.

**Office hours:** 9h00-17h00

**Open to callers:** 10h00-12h00, 13h00-17h00

**Functions:**

**INDIA**

**-A-**

**Title (original):** Association of Indian Universities

**Mailing address:** AIU House, 16 Kotla Marg, New Delhi 110 002

**Telephone:** 91-11 3313390/91-11 3310059

**Telex:** 31-66180 AIU IN

**Telefax:**

**Administrative structure:** 1. President  
2. Secretary-General  
3. Other Officers and Staff

**Director:**

**Other persons in charge of recognition matters:** *Mr. Sri KC. Kalra*,  
Deputy Secretary (Evaluation)

**Total staff:** About 100

**Library, documentation, computer:**

**Office hours:** 9h00-5h30, Monday to Friday

**Open to callers:** Yes

**Functions:** Inter-university Organization

**Publications:** (List of AIU publications available on request)

**INDIA****-B-****Title (original):** University Grants Commission**Type of institution:** An agency of the Central Government charged with the responsibility of funding the universities and, inter alia, for according recognition to and determining equivalence of academic degrees and diplomas**Mailing address:** Bahadurshah Zafar Marg, New Delhi, India**Telephone:** Can be contacted through the Secretary-General, Indian National Commission for Cooperation with UNESCO, Ministry of Human Resources Development, Department of Education, Room 203, C Wing, Shastri Bhawan, New Delhi 110 001, India, Phone: 91-11-386451**Telex:****Telefax:** c/o 3161336**Administrative structure:** The decision-making authorities of the agency are the Commission, the Vice-Chancellors Committee, Equivalence Committee**Director:****Other persons in charge of recognition matters:****Total staff:****Library, documentation, computer:****Office hours: Open to callers:****Functions:** Responsible for recognition and equivalence of academic qualifications.

**INDONESIA****-A-****Title (original):** Direktorat Ferguruan Tinggi Swasta**Title (English):** Directorate of Private University**Type of institution:** Directorate General of Higher Education,  
Department of Education and Culture**Mailing address:** Jalan Pintu Satu, Senayan, Jakarta 10270, Indonesia**Telephone:** 581987**Telex:** 31-66180 AIU IN**Telefax:****Administrative structure:****Director:** *Prof: Dr. Sahara Sukra, MSc.***Other persons in charge of recognition matters:****Total staff:****Library, documentations computer:****Office hours:** 8h00-15h00 - Monday-Thursday

8h00-1 lh30 - Friday

8h00- 14h00 - Saturday

**Open to callers:****Functions:** Responsible for recognition of academic qualifications.**Publications:**

**INDONESIA****-B-****Title (original):** Direktorat Pembinaan Sarana Akademis**Title (English):** Directorate of Academic Affairs**Type of institution:** Directorate General of Higher Education,  
Department of Education and Culture**Mailing address:** Jalan Pintu Satu, Senayan, Jakarta 10270, Indonesia**Telephone:** 581903**Telex:** 31-66180 AIU IN**Telefax:****Administrative structure:****Director:** *Profit Dr. Ir. Bambang Suhendro***Other persons in charge of recognition matters:****Total staff:****Library, documentation, computer:****Office hours:** 8h00-15h00 - Monday-Thursday

8h00-14h30 - Friday

8h00-14h00 - Saturday

**Open to callers:****Functions:** Responsible for recognition of academic qualifications.**Publications:**

**IRAN****- A -**

**Title (original):** Vezarate Farhang-Va-Amozeshe ally-Edareh Kolle omoure Faregh-AI-Tahtsilan

**Title (English):** Ministry of Culture and Higher Education, Department of Graduates

**Type of institution:** Educational, cultural

**Mailing address:** P.O. Box 15745-5885, Department of (Graduates, Tehran

**Telephone:** 852027

**Telex:**

**Telefax:**

**Administrative structure:** A Section of the Ministry of Culture and Higher Education

**Director:** *Dr. S. Fahimifar*

**Other persons in charge of recognition matters:**

**Total staff:** 20

**Library, documentation, computer:** All documents are kept in files.

**Office hours:** 7h30-15h30

**Open to callers:** 7h30-13h30; 13h30-15h30

**Functions:** Evaluation and approval of all the university degrees.

**Publications:** Several publications on different aspects brought out through the Ministry.

**IRAN**  
**-B-**

**Title (English):** Graduates Department, Ministry of Culture and Higher Education

**Type of institution:** Educational, cultural

**Mailing address:** Dr. Beheshti Ave., Shahid Sabounchi Cross, Tehran, P.O. Box 15245/769

**Telephone:** 98-21-852027

**Telex:** 212889 IRDC IR

**Telefax:** 98-20-849785

**Administrative structure:** A Section of the Ministry

**Director:** *Dr. M. Karrari*

**Other persons in charge of recognition matters:**

**Total staff:** 20

**Library, documentation, computer:** All available

**Office hours:** 7h30-1Sh30

**Open to callers:** 7h30-12h00, 13h00-1Sh00

**Functions:** Evaluation of Foreign Qualifications

**Publications:** A Guide to universities, and other higher education institutions in Iran (in persian).



**IRELAND**

**Title (original):** National Academic Recognition Information Centre

**Type of institution:** Academic recognition information centre

**Mailing address:** Higher Education Authority, 21 Fitzwilliam Square, Dublin 2, Ireland.

**Telephone:** 353-1-12748

**Telex:**

**Telefax:** 353-1-10492

**Administrative structure:** The Centre is a National Centre operated by the Higher Education Authority which is a statutory body with funding, advisory and developmental functions in relation to third-level education.

**Director:** *Mr. Brendon O'Decl*

**Person in charge:** *Ms. Mary Do7~oghae*

**Total staff:** 2

**Library, documentatin, computer:** Available

**Of fice hours:** 9hl 5-17h30

**Functions:** The Centre acts as an information unit supplying general information to foreign students. Specific queries are passed on to universities or relevant higher education institution which deal with queries. Decisions are taken by the higher education institutions.

**Publications:**

**ISRAEL**

**Title (English):** Committee for the Evaluation of Foreign Academic Diplomas and Degrees

**Type of institution:** Recognition and equivalence information centre

**Mailing address:** Ministry of Education and Culture, 34 Shivtei Israel Street, P.O. Box 292, 91911 Jerusalem, Israel

**Telephone:** 972-2-278260/292222

**Telex:**

**Telefax:** 972-2-29 32 38

**Administrative structure:** Governmental Committee

**Director:** *Mr. Arse Shoval*, Chairman

**Total staff:** 1

**Library, documentation, computer:**

**Office hours:** 8h00-15h00 (Friday 8h00-14h00)

**Open to callers:** During office hours

**Functions:**

- provision of information;
- documentation services;
- referral of inquiries;
- advisory services to decision-makers;
- liaison function in international networks (UNESCO-CEPES).

**Publications:**

**ITALY**

**Title (original):** Centro di Informazione sulla Mobilita e le Equivalenze Accademiche (CIMEA)

**Title (Itnglish):** Information Centre on Mobility and Academic Equivalence

**Type of institution:** Equivalence/recognition information centre; mobility information centre

**Mailing address:** Fondazione RUI, Viale Ventuno Aprile 36, 00162 Rome, Italy

**Telephone:** 39-6-863-21-281

**Telex:** 043/6t'6036 frui rrn

**Telefax:** 39-6-863-22-845

**Administrative structure:** CIMEA functions on the basis of an agreement between the Ministry of Public Instruction and the RUI Foundation

**Director:** *Dr. Ing. Alfredo Razzano*

**Persons in charge:** *Dr. Carlo Finochietti*

**Total staff:** 4

*Ms. Silvia Capucci* - EC & EFTA countries, Latin America, USA

*Ms. Sandra Natoli* - mobility and recognition

*Ms. Luisa M. Pallottino* - Western European countries

*Mr. Giacomo Zagardo* - EC Mobility Programmes; Statistics.

**Library, documentation, computer:** Library: 1800 books + 90 titles of magazines. Documentation: microfiches, catalogues, bulletins, legislation collection, directories, guides etc. providing information on Italian and foreign education systems, academic mobility and cooperation, recognition of foreign qualifications. Computer PS/2 IBM model 60 with two data bases

on: 1. cooperation agreements between Italian and foreign universities; 2. cases of recognition of foreign qualifications effected by Italian universities.

**Office hours:** 8h30-18h30

**Open to callers:** Information distributed only in writing by replying to letters

**Functions:** The objective of CIMEA is to promote the mobility of students, researchers and university teachers by offering information and counselling on academic recognition of diplomas and periods of study undertaken in other Member States of the European Community. Its services are open to:

- Italian and foreign universities and cultural institutions, to international organizations and to European citizens. CIMEA publishes guides and foreigners intending to study or to do research work in Italy. CIMEA does not have power to recognize and validate diplomas. Taking into account the autonomy of universities and the institutional comparability of diplomas and certificates for the purpose of granting recognition and establishing the equivalence of diplomas and promoting the free circulation of the citizens of the Community.

**Publications:** "Serie doc." (set of informational documents) up to no. 20 on December 31, 1987.

**JAMAICA**

**- A -**

**Title (original):** Ministry of Education

**Mailing address:** 2, National Heroes Circle, P.O. Box 202, Kingston

**Telephone:** 1809 9221400

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**JAMAICA**

-B-

**Title (original):** University Council of Jamaica**Type of institution:** Quality assurance body for Tertiary Education**Mailing address:** The Towers, 7th Floor, 25 Dominica Drive, Kingston**Telephone:** 809 929-7299; 929-7312**Telex:****Telefax:** 809 929-7312**Administrative structure:****Director:** *Ethley D. London*, Ph.D.**Other persons in charge of recognition matters:**

<b>Total staff:</b> Directive	16
Professional	3
Technical	3
Administrative	5
Secretarial	2

**Library, documentation, computer:** Small documentation centre**Office hours:** 8h30-17h00**Open to callers:****Functions:**

- Accreditation;
- Registration of Institutions;
- Recognition of Qualifications;
- Degree Granting.

**Publications:**

- Restructuring Tertiary Education;
- A Study of the Tertiary Education System in Jamaica (excluding U.W.I.) with Recommendations for its Restructuring;
- The Accreditation and Programme Development Needs of Private Professional Tertiary-Level Training Institutions in Jamaica: a Preliminary Survey;
- Registration Handbook;
- Journal of the Joint Committee for Tertiary Education.

**JAMAICA**

**-C-**

**Title (original):** University of the West Indies

**Mailing address:** Mona, Kingston 7

**Telephone:** 1809 927-1661

**Telex:** 2123 univers ja

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**



**JAMAICA**

**- D -**

**Title (original):** College of Arts, Sciences and Technology

**Mailing address:** 237 Old Hope Road, Kingston 6

**Telephone:** 1809 927-1680

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**JAPAN**

**Title (original): Title (English):** Ministry of Education, Science and Culture

**Type of institution:** Government Ministry responsible for education, science and culture

**Mailing address:** Ministry of Education, Science and Culture, 3-2-2 Kasumigaseki, Chiyoda-ku, Tokyo, 100 Japan

**Telephone:** 81-3-3581.4211

**Telex:**

**Telefax:** 81-3-33581.9149

**Administrative structure:**

**Director:** Mr. *Yoshikazu Hasegawa*, c/o Secretary-General, National Commission of UNESCO

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:** Collection of information from institutions of higher learning including recognition and equivalence of qualifications, and dissemination of the same.

**Publications:**

## **JORDAN**

**Title (English)** Higher Committee for the Equivalence of Degrees and Diplomas, Ministry of Higher Education

**Mailing address:** P.O. Box 138, Jbeiha, Amman

**Telephone:** 962-847671

**Telex:** 21396 educate jo; 24131

**Telefax:** 837616

### **Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:** 30

**Library, documentation, computer:**

**Office hours:** 8h00- 14h00

**Open to callers:**

**Functions:**

**Publications:** Lists of accredited universities in 16 countries including: Australia, Austria, Canada, Cyprus, France, Germany, Greece, India, Italy, Pakistan, Philippines, Spain, Switzerland, Turkey, United Kingdom, USA.

**KENYA**

**Title (original):** Commission for Higher Education

**Mailing address:** P.O. Box 54999, Nairobi, Kenya

**Telephone:** 254-228753 or 222233

**Telex:** N/A

**Telefax:**

**Administrative structure:** The Unit serving as the National Information Centre on Academic Recognition and Mobility is known as the Equation of Qualifications Unit. It is expected to work closely with the Documentation Centre, which among other things, is supposed to develop a Management Information System (MIS) for the Commission for Higher Education and the public universities in Kenya.

**Director/Co-ordinator:** *Dr. F. N. Owako*

**Other persons in charge of recognition Gaffers:** *Mrs. P. W. Mscharis*, Senior Assistant Commission Secretary, plus an additional staff to be appointed.

**Total staff:** 3

**Library, documentation, computer:** The Commission is in the process of gathering information on educational systems world-wide, as well as establishing a library on higher education. The university calendars, bulletins and yearbooks such as the Association of Commonwealth Universities, Yearbook, World Guide to Higher Education, British Council publications, Association of Indian Universities Equation of Qualifications, documentation on accrediting bodies, etc. are collected as well. At the same time, the Commission is in the process of establishing a Management Information System (MIS), for the purpose of accessing and disseminating information between the Commission and the public universities, and hopefully, with other management information systems, when the MIS is fully developed. The work of the Commission is highly

computerised - with all secretarial duties carried out through personal computers (pcs) attached to each secretary. All these personal computers will be accessed to the MIS, as soon as the latter is established. The Equation of Qualifications Unit, will be one of the units in the Commission.

**Office hours:** 8h00-1300 and 14h00-17h00

**Open to callers:** Yes

**Functions:** To advise the Government on the standardisation, recognition and equation of degrees, diplomas and certificates conferred or awarded by foreign and private universities.

**Publications:**

- Accreditation Reports on private universities;
- Annual Report for the Commission.

**KIRIBATI****Title (original):****Title (English):** Ministry of Education**Type of institution:** Government Ministry responsible for all matters pertaining to education including recognition and equivalence of degrees and diplomas**Mailing address:** P.O. Box 263, Bikenibeu, Tarawa, Republic of Kiribati**Telephone:** 68628-102; 28-091**Telex:****Telefax:** 686 28-222**Administrative structure:** The Ministry is headed by the Secretary for Education, who is the principal executive concerning all matters connected with education.**Director:** *Mr. T. Nathan Bauro*, Secretary for Education**Heads of units:****Total staff:****Library, documentation, computer:****Office hours:****Functions:** To supervise all matters pertaining to education including recognition and equivalence of academic awards.**Publications:**

**KUWAIT****Title (original):****Title (English):** Kuwait University**Type of institution:** Academic Institution**Mailing address:** Kuwait University, P.O. Box 5969, Safat 13060,  
Kuwait**Telephone:** (965)-484-5839**Telex:****Telefax:** (965)-483-9146/484-8648**Administrative structure:** University**Director:** *Professor Shuaib Abdullah Shuaib***Heads of units:****Total staff:** 710 Faculty / 3100 Employees**Library, documentation, computer:** Available**Office hours:** 7h30-14h00 (Saturday through Wednesday)**Functions:** Academic, Higher Ed., Cont. Ed., Cultural exchange**Publications:**

- The Journal in Science;
- Arabic Journal of Administrative Sciences,
- Journal of Social Sciences Medical principles and practice;
- Islamic Studies Magazine;
- Journal of the Gulf and Arabian Peninsula;
- The Educational Journal;
- Arab Journal for Humanities;
- Annuals of the Faculty of Arts;
- Journal of Law.

**LAO PEOPLE'S DEMOCRATIC REPUBLIC****Title (original):****Title (English):** Ministry of Education and Sports**Type of institution:** Government Ministry responsible for collection of information on academic recognition in cooperation with the Ministry of Education and educational institutions, and its dissemination.**Mailing address:** Ministry of Education and Sports, B.P. 67-Vientiane, Lao People's Democratic Republic**Telephone:** 2213,2247,2050**Telex:** 4317,4320**Telefax:****Administrative structure:****Director:****Heads of units:****Total staff:****Library, documentation, computer:****Office hours:****Functions:** Collection of information on all educational matters including recognition and equivalence of academic qualifications.**Publications:**



**LEBANON**

**Title (original):** Commission Nationale des Equivalences, Ministere de l'Education nationale

**Mailing address:** Beirut

**Telephone:** 961-1 305111

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**LITHUANIA**

**Title (original):** Tarptautiniu, Sutarciau ir Programu, Skyrius  
**Title (English):** The Department of International Programmes and Agreements

**Type of institution:** Governmental

**Mailing address:** The Lithuanian Agency for Higher Education, Research and Development, Gedimono 11, 2039 Vilnius, Lithuania

**Telephone:** 7-0122-62 70 78

**Telex:**

**Telefax:** 7-0122-61 48 29; 7-0122-22 63 01

**Administrative structure:** Integrated into the activities of the Lithuanian Agency for Higher Education, Research and Development

**Director:** Dr. *Jonas Buodz Ius*

**Head of Section:** *Ms. Birute Mockene*

**Total staff:** 2

**Library, documentation, computer:** Small library on foreign education systems on the way of computerisation. 1 IBM PC computer.

**Office hours:** Mondays, Thursdays: 9h00-18h00;  
Friday 9h00-16h45

**Open to callers:**

**Functions:**

- collection and analysis of information and documents, dissemination of information, advice to higher education establishments;
- assistance in preparation of bilateral agreements on academic and

scientific exchange and mutual recognition of diplomas and negotiations; participation in legislative work on recognition of foreign credentials; liaison with international networks.

**Publications:** Lithuanian Higher Education and Research Institutions: Short Guide, 1992.

**LUXEMBOURG**

**Title (original):** Ministère de l'Éducation Nationale. Département de l'Enseignement Secondaire et Supérieur

**Title (English):** Ministry of National Education. Department of Secondary and Higher Education

**Mailing address:** 29 Rue Aldringen, L-2926, Luxembourg

**Telephone:** 352-478-5127

**Telex:** 3311 menj lu

**Telefax:** 352-478-5130

**Administrative structure:** The Centre is a service within the Ministry of National Education

**Director:** *Mr. Ernest Weds*

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Functions:** The main role of the Centre is information and advice. The Centre cooperates with the "Commission d'homologation des titres et des grades d'enseignement supérieur".

**Publications:**

**MACAU**

**Title (original):** University of East Asia

**Mailing address:** University Drive, Taipa, P.O. Box3001, Macau

**Telephone:** 853 327322

**Telex:** 88397 uea om / **Cable:** ueastasia

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**MADAGASCAR**

**Title (original):** Direction de l'Enseignement Supérieur, Ministère des Universités

**Mailing address:** Tsimbazaza, Antananarivo

**Telephone:** 254-67;279-04

**Telex:** 22539 mrstd

**Telefax:** 253-74

**Administrative structure:** Direction

**Director:** *Mr. Joseph Sydson*

**Other persons in charge of recognition matters:**

*Mme Chantal Rahalison (Chef de Service)*

*Mile Lanto Ralaimidona (Chef de Service)*

**Total staff:**

**Library, documentation, computer:**

**Office hours:** 8h00-12h00;14h00-18h00

**Open to callers:** 8h00-12h00;14h00-18h00

**Functions:**

**Publications:**

**MALAYSIA**

**-A-**

**Title (original):** Public Service Department, Education and Qualified Recognition Career and Training Division

**Mailing address:** Perkim Building, Jalan Ipoh, Kuala Lumpur

**Telephone:**

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

Other persons in charge of recognition Officers:

**Total staff:**

**Library, documentation, computer:**

**Office hours: Open to callers:**

**Functions:**

**Publications:**

**MALAYSIA**

**-B-**

**Title (English):** Ministry of Education

**Type of institution:** Government Ministry responsible for collection of information on all academic matters including recognition and equivalence of academic awards and its dissemination.

**Mailing address:** Ministry of Education, External Affairs Division, 5th Floor, Block F (Norm), Damansara Town Centre, 50604 Kuala Lumpur, Malaysia

**Telephone:** (093) 255-3535

**Telex:**

**Telefax:** (093) 254-4580

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**



## **MALDIVES**

**Title (English):** Ministry of Education

**Type of institution:** Government Ministry.

**Mailing address:** Gazy Building, Male, 2005, Maldives

**Telephone:**

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:** To deal with all matters in education including recognition of degrees, diplomas and certificates.

**Publications:**

**MALTA**

**Title (English):** Malta Equivalence Information Centre (MEIC)

**Type of institution:** Recognition and equivalence information centre, also helps with mobility of students

**Mailing address:** Ministry of Education, Beltissebh, La Valetta, Malta

**Telephone:** 356-33-231589

**Telex:** 11 00 modmit mt

**Telefax:** 356-33-222256

**Administrative structure:** The service forms part of the duties assigned to the Officer i/c Planning and Statistics in the Department of Education. The Centre has close liaison with the Registrar, University of Malta, who also acts as an Information Centre on Equivalence and Mobility for University.

**Director:**

**Head of section:** Dr. *Paul Heywood*, Assistant Director of Education

**Total staff:**

**Library, documentation, computer:** The Centre has a small library. Documentation is available in relevant departmental files. Library and documentation material are also available with the Registrar and the Librarian of the University of Malta, Tal-Qroqq, Msida. **Office hours:** 7h45-12h30; 13h15-17h15 (winter); 7h30-13h30 (summer) **Open to callers:** During office hours

**Functions:**

- provides information on the equivalence of foreign qualifications for local use;
- helps foreign students to be enrolled in local schools;
- provides contacts and other information to local students seeking to

- study overseas as available,  
collaborates with national centres in other countries and with  
recognized institutions and organisations

**Publications:**

**MAURITIUS**

**Title (original):** University of Mauritius

**Mailing address:** Reduit

**Telephone:** 230 454104

**Telex:** 4621 UNIM IW / **Telegrams:** University Mauritius

**Telefax:** 230 4549642

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**MOLDOVA**

**Title (original):** Ministerul Stiintei si Educatiei. Directia pentru Stiinte Reale si Umanistice

**Title (English):** Ministry of Science and Education. Division for Sciences and Humanities

**Type of Institution:**

**Mailing address:** 1, Piata Marii Adunari Nationale, 277033 Chisinau, Moldova

**Telephone:** 7-0422-233418

**Telex:**

**Telefax:** 7-0422-233515

**Administrative structure:**

**Head of unit:** *Dr. Arcadie Barbarosie*

**Other persons in charge of recognition matters:**

**Total staff:** 3

**Library, documentation, computer:** Documentation unit, equipped with personal computers.

**Office hours:** 8h00-17h00

**Open to callers:** During office hours

**Functions:** - provision of information; - referral of inquiries; - documentation services.

**Publications:**

**MONGOLIA**

**-A-**

**Title (original):** Mongol Ulsun Undesnii Ikh surguul

**Title (English):** Mongolian National University

**Type of institution:** Research and training institution

**Mailing address:** P.O. Branch 46, Mongolian National University,  
Ulaanbaatar-210646, Mongolia

**Telephone:** 20160, 22508

**Telex:** 79305 ERDEM MN

**Telefax:**

**Administrative structure:** The Rectorial Council, the Academic Council; the Faculties, the Instructional and Research Institutes; the Departments and Research Laboratories

**Director:** *Prod: D. Dory, PhD.*

**Head of Section:** *Assoc.Prof: S. Davaa* (reply to instruction), *Prod: A. Mekey* (reply to research and foreign relations)

**Other persons in charge of recognition matters:**

**Total staff:** c.400 teachers and researchers, and c.3000 students (university)

**Library, documentation, computer:** Library-c.350.000 vols., a small Computer Center

**Office hours:**

**Open to callers:** 8h30-17h30

**Functions:**

- Instruction and research;
- Training of Bachelor, Master and PhD. degrees in fundamental and applied natural, social and humanity sciences.

**Publications:**

- Research Bulletin;
- Proceedings.

**MONGOLIA****-B-**

**Title (original):** Technikiin Ikh surguul  
**Title (English):** Technical University of Mongolia

**Type of institution:** University

**Mailing address:** P.O. Branch 46/520, Technical University of Mongolia, Ulaanbaatar-210646, Mongolia.

**Telephone:** 3-24121, 3-24709

**Telex:**

**Telefax:**

**Administrative structure:** The Academic Council, the President's Council, the Instructional and Research Schools, the Departments and Research Laboratories

**Director:** *Assoc.Prof: D. Radarch, PhD.*

**Head of Section:** *Assoc.Prof. Altangerel, Senior Vice-President; L. Boldbaatar, Vice-President, Ts. Bold, Vice-President.*

**Other persons in charge of recognition matters:**

**Total staff:** 400 (university)

**Library, documentation, computer:** Library-c.300.000 vol., a Computer Center

**Office hours:**

**Open to callers:** 8h30-17h30

**Functions:** instruction and research in the fields of technics and technology.



**Publications:**

- Research Bulletin;
- newspaper "Erdmyin duruu".

**MONGOLIA****-C-****Title (original):** Hudow ajy akhuin Ikh surguul**Title (English):** Agricultural University of Mongolia**Type of institution:** University**Mailing address:** Agricultural University of Mongolia, Ulaanbaatar, Mongolia**Telephone:** 3-41377, 3-41770**Telex:****Telefax:****Administrative structure:** The Rectorial Council, the Academic Council, the Faculties and Departments**Director:** *Prod: Sanjid, PhD.***Head of Section:** *Prod: A. Magash, Deputy Rector, Prod: N. Nadmid, Deputy Rector***Other persons in charge of recognition matters:****Total staff:** 150(university)**Library, documentation, computer** Library-c.180.000 vol., Computer Laboratory**Office hours:****Open to callers:** 8h30-17h30**Functions:** Instruction and research in the fields of agriculture-veterinary medicine, husbandry, agronomy, agricultural mashinery and agricultural economics and accounting, etc.**Publications:** Research Bulletin

**MONGOLIA****-D-**

**Title (original):** Anagaakh ukhaany Ikh surguul Title (English):  
Medical University

**Type of institution:** University

**Mailing address:** Jamyangunyi Street, 4, POB 48/60, Ulaanbaatar,  
Mongolia

**Telephone:** 21249, 21834

**Telex:**

**Telefax:**

**Administrative structure:** The Rectorial Council, the Academic  
Council, the Faculties and Departments

**Director:** *Prod: G. Jamba, MD.*

**Head of Section:** *Prof D. Dungereorj-Deputy Rector, Dr. Ts.  
Lkhagwasuren-Provost*

**Other persons in charge of recognition matters:**

**Total staff:** 540 (university)

**Library, documentation, computer:** The library collection has grown  
to 150.000 volumes of books, monographs and bound periodicals. The  
audiovisual section of the University has a computer.

**Office hours:** 8h00-12h00; 13h00-18h00

**Open to callers:** 10h00-12h00

**Functions:** To train physicians and other medical specialists as medical  
practitioners, educators and researchers.

**Publications:**

- Annual research reports of Medical University of Mongolia;
- Journal "MEDICINE".

**MONGOLIA****Title (original):** Bagshyin Ikh surguul**Title (English):** Teacher's Training University**Type of institution:** University**Mailing address:** The Teacher's Training University,  
Ulaanbaatar-210644, Mongolia**Telephone:** 3-22705**Telex:****Telefax:****Administrative structure:** The Rectorial Council, the Academic Council, the Faculties and Departments**Director:** *Prof B. Chulaundorj, DSc.***Head of Section:** *Dr. Ts. Tseveen-Deput, v.* Rector; *Dr. Altangerel*-Provost.**Other persons in charge of recognition matters:****Total staff:** 400 (university)**Library, documentation, computer:** Library**Office hours:****Open to callers:** 8h30-17h30**Functions:**

- Instruction and research in the fields of education;
- instructional methodology and teacher training, etc.

**Publications:** Research bulletin

**MONGOLIA****-F-****Title (original):** Technologyin deed surguul**Title (English):** Institute of Technology**Type of institution:** Research and training institution**Mailing address:** The Teacher's Training University,  
Ulaanbaatar-210644, Mongolia**Telephone:** 3-22705**Telex:****Telefax:****Administrative structure:** The Rectorial Council, the Academic Council, the Faculties and Departments**Director:** *Academic B. Chadraa-DSc*Head of Section: *Dr. Batmunkh-Deputy Rector, Dr. Budnyam-Deputy Rector***Other persons in charge of recognition matters:****Total staff:****Library, documentation, computer:****Office hours:****Open to callers:** 9h00-17h30**Functions:** Research and instruction on the fields of technology (high-tech).**Publications:**

;

**MOROCCO****-A-**

**Title (original):** Ministère de l'Éducation nationale. Enseignement supérieur. Secrétariat Général. Direction des affaires juridiques et de l'enseignement supérieur privé.

**Mailing address:** Rue Idriss A1 Akbar, Quartier Hassan, Boîte postale 4500, Rabat

**Telephone:**

**Telex:** 36153 M

**Telefax:** (212) 70-62-81; 70-61 -88

**Administrative structure:** Direction des affaires juridiques et de l'enseignement supérieur privé

**Director:** *Mr. Lhoussain Benali*

**Other persons in charge of recognition matters:** *Ms. Zahra Nclssiri*

**Total staff:** 4

**Library, documentation, computer:**

**Office hours:** 8h30-12h00; 14h30-18h30

**Open to callers:** 10h00-14h30; 15h00-17h00

**Functions:**

**Publications:** Enseignement supérieur universitaire au Maroc, 2 vol.

## MOROCCO

**Title (original):** Division de la Reglementation et des Equivalences de Diplomes, Ministere de l'Education nationale

Mailing address: 24 due du Senegal-Ocean, Rabat

**Telephone:** 212-7 74839

**Telex:** 31016 meps-mes

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**



**MYANMAR**

**Title (original):**

**Title (English):** Department of Higher Education Policy, Ministry of Education

**Type of institution:** Government Department

**Mailing address:** Theinbyu Street, Yangon, The Union of Myanmar

**Telephone:**

**Telex:**

**Telefax:**

**Administrative structure:**

**Head of department:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:** To deal with all matters relative to higher education including recognition and equivalence of degrees, diplomas and certificates.

**Publications:**

**NEPAL**

**-A-**

**Title (English):** Ministry of Education and Culture

**Type of institution:** Governmental

**Mailing address:** Kaiser Mahal, Kantipath, Kathmandu, Nepal

**Telephone:** 977 14064

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:** Responsible for decision-making in all matters relative to education including equivalence and recognition of degrees, diplomas and certificates.

**Publications:**

**NEPAL**

**-B-**

**Title (original):** Tribhuvan University

**Mailing address:** Kirtipur, Kathmandu

**Telephone:** 977 15313

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications: .**

## THE NETHERLANDS

**Title (original):** Nuffic, de Nederlandse organisatie voor internationale sarnenwerking in het hogher onderwijs, gaat verhuizen

**Title (English):** NUFFIC, the Netherlands Organisation for International Cooperation in Higher Education

**Type of institution:** Equivalence/recognition information centre and mobility information centre.

**Mailing address:** Kortenaerkade 11, P.O. Box 29777,2502 LT The Hague, Netherlands

**Telephone:** (31-70)-426-02-60

**Telex:** 33565 nufic nl or 35361 nufic nl

**Telefax:** 31-70-426-03-99

**E-mail:** Kouwenaa@Nuffics.nl

**Administrative structure:** Nuffic is a foundation of the Dutch institutions of higher education. Nuffic is fiJnded by the Dutch Ministry of Education and Science and has been appointed as national information centre for equivalence/academic recognition and for international academic mobility.

**Director:** *Mr. Jon Erik Hagen*

**Heads of sections:** *NEIC: Mr. Kees Kouwenaar*

*Mobility Information Centre: Mr. Marcel Oomen*

**Total staff:**

**Library, documentation, computer:** Computerized library.

**Office hours:** 9h00-17h00

**Open to callers:** 13h00- 16h00

**Functions:**

- provision of information,

- referral of inquiries;
- documentation services;
- advisory services to decision-makers and possessors of certificates;
- liaison with international networks.

**Publications (in English):**

- COUNTERPART, the International Dimension of Higher Education and Research in the Netherlands (periodical);
- Nuffic - A Portrait;
- Studying at a University in Holland; Should you? (brochure, also in French, Spanish and German);
- Higher Education in the Netherlands.

**NETHERLANDS ANTILLES**

**Title (original):** Department of Education Title (English)

**Type of institution:** Governmental

**Mailing address:** Schouwburgweg 24-26, Apna Buildings, Cura,cao

**Telephone:** 615 577

**Telex:**

**Telefax:** 618 941

**Administrative structure:**

**Director:** Mr. R. W.A. *NaaldiCk*

**Heads of units:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:** 7h30-12h00; 13h30-17h00

**Functions:**

**Publications:**

**NEW ZEALAND****-A-****Title (original):** The University of Auckland**Title (English):** As above**Type of Institution:** University**Mailing address:** Private Bag 92019, Auckland, New Zealand**Telephone:** (64) (09) 373 7999**Telex:****Telefax:** (64) (09) 373 7400**Administrative structure:** Council**Director:** Sir *Colin Maiden*, Vice-Chancellor**Other persons in charge of recognition matters:****Total staff:** 2000 (university)**Library, documentation, computer:**

- Library 1,400,000 volumes;
- Computers IBM, VAX, SILCON GRAPHICS.

**Office hours:** 8h30-17h00 - Monday-Friday**Open to callers:** 8h00-17h30 - Monday-Friday**Functions:**

- Undergraduate and graduate teaching facilities;
- Architecture, Arts, Commerce and Economics, Education;
- Engineering, Fine Arts, Law, Medicine and Human;
- Biology, Music, Property and Planning, Science.

**Publications:**

- University of Auckland Calendar;
- Faculty Handbooks.

**NEW ZEALAND**  
**-B-**

**Title (original):** The University of Waikato

**Title (English):** As above

Maori:

Te Whare Wananga o Waikato

**Type of Institution:** Educational - Tertiary

**Mailing address:** Private Bag 3105, Hamilton 2001, New Zealand

**Telephone:** (0064) (7) 856 2889

**Telex:**

**Telefax:** (0064) (7) 856 0135

**Administrative structure:** Academic and Administrative Head: The ViceChancellor

**Director:** *Prod: EGG. Malcolm*, Vice-Chancellor

**Other persons in charge of recognition matters:**

**Total staff:** Academic-500

General staff-530

**Library, documentation, computer:** Library: 613,000 volumes

**Office hours:** 8h30-17h00

**Open to callers:** 8h30-17h00

**Functions:** Teaching and Research.

**Publications:** Of ficial information about the University and the courses it offers is produced annually in the University of Waikato Calendar. The University also produces an Annual Report, comprising Research and Financial reports.



**NEW ZEALAND**

**-C-**

**Title (original):** Massey University

**Title (English):** Massey University

**Type of Institution:** University

**Mailing address:** Private Bag 11 222, Palmerston North, New Zealand

**Telephone:** (00) (64) (06) 356 9099

**Telex:**

**Telefax:** (00) (64) (06) 350 5603

**Administrative structure:** Registrar assisted by Academic Registrar, Students Affairs Registrar, Staff Registrar, Finance Registrar and Works Registrar

**Director:** *Dr. T.N.M Waters*, Vice-Chancellor

**Other persons in charge of recognition matters:**

**Total staff:** Approx. 1700 (university)

**Library, documentation, computer:**

**Office hours:** 8h30-17h00

**Open to callers:** 8h30-17h00

**Functions:** Education and Research

**Publications:** Massey University Calendar and Course Booklets

**NEW ZEALAND****-D-****Title (original):** Victoria University of Wellington**Title (English):** As above**Type of Institution:** University**Mailing address:** P.O. Box 600, Wellington, New Zealand**Telephone:** (04) 472 1000**Telex:****Telefax:** (04) 499 4601**Administrative structure:** Faculties of Arts, Science, Law, Architecture Commerce and Administration, Education, numerous Centres and Institutes**Director:** *Prof Les Holborow*, Vice-Chancellor**Registrar:** *Mr. Andrew Neeson***Other persons in charge of recognition matters:****Total staff:** Approx. 1000F/Time, 2500 P/Time (includes 340F/Time Academic staff)**Library, documentation, computer:** Founded 1899, 848,000 volumes, UN Depository Library (1975), Computer - Vax, Silicon Graphics, Backbone Network**Office hours:** 8h00-17h00**Open to callers:** 9h00-17h00**Functions:** Teaching and Research**Publications:** Calendar, annual reports, charter, statements of objectives and service performance, research reports and departmental reports.

**NEW ZEALAND****-E-**

**Title (original):** University of Canterbury **Title (English):** University of Canterbury

**Type of Institution:** University

**Mailing address:** Private Bag 4800, Christchurch, New Zealand

**Telephone:** (03) 366 7001

**Telex:**

**Telefax:** (03) 364 2999

**Administrative structure:** University Council, Academic Board

**Director:** Vice-Chancellor

**Other persons in charge of recognition matters:**

**Total staff:** 1000 (university)

**Library, documentation, computer:**

**Office hours:** 9h00-17h00

**Open to callers:** Yes

**Functions:** Teaching and Research

**Publications:** 805

**NEW ZEALAND****-F-**

**Title (original):** Te Whare Wanaka O Aoraki **Title (English):** Lincoln University

**Type of Institution:** University

**Mailing address:** P.O. Box 94, Lincoln University, Canterbury, New Zealand

**Telephone:** 64-3-325-2811

**Telex:**

**Telefax:** 64-3-325-2965

**Administrative structure:** Governing Body of the University is the Lincoln University Council. The Chancellor, Pro-Chancellor, Vice-Chancellor, Deputy Vice-Chancellor and the Registrar are the Principal of ficers of the University.

**Chief Executive Officer:** *Proof B. J. Ross*, Vice-Chancellor

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:** 728 (university)

**Library, documentation, computer:** Library holds 110,000 volumes, Network of PC Computers linked to Vax Cluster

**Office hours:** 8h00-16h30

**Open to callers:** 8h30-16h30

**Functions:** Research, Higher Education

**Publications:** Lincoln University Calendar, Lincoln Outlook, Lincoln News, and research publications.

**NEW ZEALAND****-G-****Title (original):** University of Otago**Title (English):** University of Otago**Type of Institution:** University founded 1869**Mailing address:** P.O. Box 56, Dunedin, New Zealand**Telephone:** 64 (3) 479 1100**Telex:****Telefax:** 64 (3) 474 1607**Administrative structure:** Four academic divisions (Commerce, Health Sciences, Humanities and Sciences<sup>3</sup>, a Division of Academic Services and a Division of Administrative and Student Services**Director:** *Sir Robin Irvine* M.D. (NZ) Dr.H.C. (Edin) FRCP FRACP FRSA FNZIM. Sir Robin Irvine will retire from the office of Vice-Chancellor on 31 January 1994 and will be succeeded by *Dr. Graeme Fogelberg* MBA, PhD (W. Ont), MCom (Well), FCA.**Other persons in charge of recognition matters:****Total staff:** 690 full-time teaching staff**Library, documentation, computer:** The University of Otago library contains more than 1.2 million volumes in its central and specialist libraries. The libraries are fully computerized with on-line search facilities. The University's central computing service is based on a cluster of DEC VAX machines.**Officehours:** 8h30-17h00**Open to callers:** 9h00- 17h00**Functions:** Teaching and Research

**Publications:** The University publishes annually University of Otago Calendar, The Otago Graduate, Undergraduate and Postgraduate Prospectuses, annual reports, research reports and academic papers.

**NEW ZEALAND****-H-****Title (original):** New Zealand Qualifications Authority**Title (English):** As above

The New Zealand Qualifications Authority is an independent statutory body which reflects community, employer, employee and Education interests. The Board is appointed by and responsible to the Minister of Education. The Chief Executive Officer heads the staff and is responsible for the administration and management of the Authority. It consults widely with education, industry and professional groups.

**Mailing address:** New Zealand Qualifications Authority, P.O. Box 160, Wellington, New Zealand**Telephone:** (04) 385-0459**Telex:****Telefax:** (04) 385-4929

**Administrative structure:** The New Zealand Qualifications Authority is an independent statutory body established by the Education Amendment Act 1990. The Authority has a Board of nine members and a chairperson appointed by and responsible to the Minister of Education. The Chief Executive Officer heads the staff and is responsible for the administration and management of the Authority. It consults widely with education, industry and professional groups.

**Chief Executive Officer:** Mr. *David Hood***Director:****Other persons in charge of recognition matters:****Total staff:** 156**Library, documentation, computer:** Own research library, information

publications - Data General Avion, Novell Network, Unix Environment

**Office hours:**

**Open to callers:**

**Functions:** The New Zealand Qualifications Authority will promote improvement in the quality of education and training in New Zealand through the development and maintenance of a comprehensive, accessible and flexible National Qualifications Framework.

The Authority's main functions are to:

- co-ordinate all qualifications in post-compulsory education and training (from upper secondary to degree level) so they have a purpose and relationship to one another that the public and students can understand;
- set an regularly review standards as they relate to qualifications;
- ensure New Zealand qualifications are recognised overseas and overseas qualifications are recognised in New Zealand;
- administer national examinations, both secondary and tertiary.

**Publications**

- QA News;
- The Authority's bimonthly newsletter,
- Framework Update (An inset in QA News focussing on developments in the New National Qualifications Framework);
- Ao Kawe Kupu (A quaterly newsletter focussing on Maori education issues);
- Developing a qualifications framework for New Zealand (A series);
- Quality Assurance in Education and Training (A series);
- School Awards Handbook 1991 and Supplement 1992;
- Various publications for those seeking registration, accreditation or approval;
- Various publications on the National Qualifications Framework.



**NEW-ZEALAND****-I-**

**Title (original):** New Zealand Vice-Chancellors' Committee (NZVCC)

**Mailing address:** P.O. Box 11-915, Manners Street, Wellington

**Telephone:** 64 4 801 5086

**Telex:**

**Telefax:** 64 4 801 5089

**Administrative structure:** A committee of the vice-chancellors of the 7 state-funded universities together with a number of standing committees, supported by a Wellington-based secretariat.

**Director:** *Mr. Lindsay S. Taiaroa* (Executive Officer)

**Other persons in charge of recognition matters:** *Mrs. Angela M. Werren* (Academic Officer)

**Total staff:** 7

**Library, documentation, computer:** The NZVCC does not maintain a library. It has a number a standard reference works such as the Commonwealth Universities Yearbook, the International Handbook of Universities, American Universities and Colleges, together with the calendars of the New Zealand universities, copies of relevant legislation and other miscellaneous publications.

The computer system is an IBM LAN.

**Of fice hours:** 8h30-17h00 - Monday to Friday **Open to callers:**

**Functions:** Policy advice, approval and moderation procedures, scholarships administration, disbursement of research funds, industrial relations, public relations, placement and monitoring service for New Zealand government-funded overseas students, fostering links between

the New Zealand university system and those overseas.

**Publications:**

- Annual Report (annually);
- Scholarships Handbook (approximately biennially);
- The Role of the Vice-Chancellors' Committee (1992);
- Graduate Employment in New Zealand (annually);
- A newsletter published 4 times annually.

## NICARAGUA

**Title (original):** Asociacion Nicaraguense de Instituciones de Educacion Superior (ANIES)

**Mailing address:** Universidad Nacional Autonoma de Nicaragua, Leon

**Telephone:** 505 2612

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

## **NIGER**

**Title (original):** Service des Equivalences, Universite de Niamey

**Mailing address:** B.P. 237, Niamey

**Telephone:**

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**NIGERIA**

**Title (original):** National Standing Committee for the Evaluation of Foreign Qualification

**Type of institution:** Not a statutory, but purely advisory and consultative body

**Mailing address:** c/o Federal Ministry of Education and Youth Development (Evaluation and Accreditation Branch), P.M.B. 12573, Victoria Island, Lagos, Nigeria

**Telephone:** 01 -612852

**Telex:** Seceducate

**Telefax:**

**Administrative structure:** The National Standing Committee is made up of experts appointed from the universities and polytechnics in the fields of pure and applied sciences, social sciences and business studies. There are also Ministerial and non-ministerial ex-officio members. The life span of each Committee is three years. The Committee deals with the broad principles of evaluation and sets criteria for the recognition and evaluation of foreign qualifications. The Committee is serviced by a Secretariat located within the Federal Ministry of Education.

**Director:** The Secretariat is supervised by a Director, who is the Chairman of the National Standing Committee. The Director is assisted by a Deputy Director who is the Secretary of the Committee and the head of the Secretariat.

**Other persons in charge of recognition matters:** There are also Evaluation Offices within the State Ministries of Education in the 30 States, they are however guided by the Secretariat in the Federal Ministry of Education.

**Total staff:** 24

**Library, documentation, computer:** There is no computer in the Secretariat. Well documented information kept in files. Library is full of books and publications collected from Embassies.

**Office hours:** 7h30-1Sh30

**Open to callers:** 10h00-14h00

**Functions:** The National Standing Committee:

- sets guidelines/criteria for evaluating foreign qualifications;
- receives and considers representations from aggrieved persons on the day-to-day evaluation of foreign qualifications.

The Secretariat:

- collects and disseminates information on educational systems of foreign countries;
- evaluates foreign qualifications on a day-to-day basis.

**Publications:** The National Register of Foreign Qualifications and their Nigerian Equivalents. This contains information on the educational systems of various countries on a regional basis.

**NORWAY**

**Title (original):** Informasjonssenter for internasjonal utdanning

**Title (English):** National Academic Recognition Centre (NAIC)

**Type of institution:** Information centre providing information about higher education institutions in order to facilitate internationalisation. The Centre is responsible for NARIC and NEIC functions.

**Mailing address:** NAIC, University of Oslo, International Education Services, P.O. Box 1081, Blindern, N-0317 Oslo, Norway

**Telephone:** 47-2-85 41 06/85 47 09

**Telex:** 72425 unios

**Telefax:** 47-2-85 50 73/85 44 56

**E-mail:** J.N.Olsen@admin.uio.no

**Administrative structure;** NAIC was established in 1991 by the Ministry of Education, Research and Church Affairs. As part of the Department of Academic and Students Affairs at the University of Oslo, it is administrated by the International Education Services Office.

**Director:** *Mrs. Sigrid Holtermann*

**Head of section:** *Ms. Jean Nesland Olsen*

**Total staff:** 6

**Library, documentation, computer:**

**Office hours:** 8h00-15h45 (16 September - 14 May); 8h00-13h00 (15 May - 15 September).

**Open to callers:**

**Functions:**

- facilitates the recognition of foreign education by coordinating

- the evaluation of foreign education and credentials;
- acts as a national information centre by providing information and advice concerning the admission of foreign students to universities and colleges in Norway;
- makes proposals on how to improve the system for recognizing foreign education;
- provides relevant information and answers inquiries from foreign students about study possibilities in Norway;
- coordinates work with international organisations and networks such as NARICs, NEICs and TRACE.

**Publications:** Admission requirements for foreign students to Universities, University Colleges and Regional Colleges in Norway, 1992.



**PAKISTAN****Title (original):****Title (English):** University Grants Commission**Type of institution:** Autonomous body incorporated by an Act of Parliament**Mailing address:** Sector H-9, Islamabad**Telephone:** (92) (51) 254230**Telex:****Telefax:** (92) (51) 256057

**Administrative structure:** The chief executive authority of the UGC is the Commission which is headed by the Chairman. The Whole-Time Member is the focal point of administration. Advisor Academic and Advisor Finance and Planning respectively head the Academic Wing and Finance & Planning Wing of the Commission. National Academy of Higher Education, headed by the Director-General, works as an integral part of the Commission. In performance of its duties, the Commission is assisted by the Vice-Chancellors' Committee, Finance and Planning Committee, Equivalence Committee. In all there are eight sub-divisions dealing with different programmes. The Academic Division which works under the supervision of the Advisor Academics deals with equivalence and recognition of degrees, diplomas and certificates.

**Director:** *Mr. Have Muhammad Asian***Other persons in charge of recognition matters:****Total staff:** UGC - 300; Academic Division - 20

**Library, documentation, computer:** The Commission is maintaining well-stocked library on education. Besides the main-frame computer, VAX system, it has about 12 PCs for running the training programmes of university faculty and administrators.

**Office hours:** 8h30-1Sh00 - Saturday to Thursday

**Open to callers:** As above

**Functions:** The Commission is the body incorporated through Act of Parliament and is charged with the responsibility of funding all the Federal as well as Provincial Universities of the country. In addition, the Commission acts as a catalyst for academic standardisation of all institutions of higher learning. It also determines the equivalence and recognition of degrees, diplomas and certificates.

**Publications:** The Commission regularly brings out news bulletin "Higher Education News". It also publishes monographs, reports of Committees appointed on various aspects of education, research reports, etc. It has also published a Guide to Equivalence of Qualifications in Pakistan, 1988 and Handbook of Universities of Pakistan.

**PANAMA**

**Title (original):** Vicerrectoria de Investigacion y Postgrado, Universidad de Panama

**Type of institution:** Institucion Estatal de Educacion Superior

**Mailing address:** Estafeta Universitaria, Panama

**Telephone:** 23-9985; 64-4242

**Telex:** 2661 cab pub atnvpip pg

**Telefax:** 507-644450

**Administrative structure:**

**Director:** Mr. *Octavio E. Soussa P.*

**Other persons in charge of recognition matters:**

**Total staff:** 24

**Library, documentation, computer:** Centro de Documentacion y Biblioteca, Procesamiento de Datos, Bioterio

**Office hours:** 8h00-18h00 (de lunes a viernes)

**Open to callers:**

**Status:** Ley 11 de la Universidad de Panama, 8 de junio 1981. Capitulo XI, Disposiciones Especiales "Articulo 74: Los titulos o grados de ensenanza superior expedidos por universidades o centros educativos extranjeros estan sujetos al pro cedimi ento de revalidacion que se e stablezoa en el Estatuto y en lo s reglamentos universitarios. Se exceptuan de la aplicacion de este articulo los titulos universitarios provenientes de aquellos paises con los cuales la Republica de Panama haya celebrado tratados o convenios internacionales de reciprocidad en la

material."

**Functions:**

**Publications:**

- Revista Scientia;
- Carta Informativa;
- Becas, Cursos, Reuniones.

**PAPUA NEW GUINEA**

**Title (original):** Commission for Higher Education

**Type of institution:** Government agency

**Mailing address:** Waygani, Papua New Guinea

**Telephone:**

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:** To plan higher education in infinity with country's needs, to reduce higher education costs to government while maintaining approximately the same quantity and quality of output, and to reorient that output more toward the human resource development needs of the country. It administers a central selection unit for processing admissions to the majority of institutions, and for the administration of the national tertiary scholarship scheme through which most students are financed. It also determines the equivalence and recognition of degrees, diplomas and certificates.

**PERU**

**Title (original):** Ministerio de Educacion

**Mailing address:** Oficina de Asuntos Internacionales, Lima

**Telephone:** 51-14 281209

**Telex:** 25803 mesc pe

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**PHILIPPINES**

**Title (original):** Bureau of Higher Education, Department of Education, Culture and Sports

**Mailing address:** 4th Floor, Bonifacio Building, University of Life Complex, Pasig, Metro Manila, Philippines

**Telephone:** 632-13 61 to 72, local 2066

**Telex:**

**Telefax:** 632-08-05

**Administrative structure:**

**Director:** *Mona D. Valisno, Ph.D.*

**Other persons in charge of recognition matters:**

**Total staff:** 136

**Library, documentation, computer:** Microfilms

**Office hours:** 8h00 - 17h00

**Open to callers:**

**Functions:**

- Develop, formulate and evaluate programs, projects and educational standards for higher education;
- Provide staff assistance to the Board of Higher Education in its policy formulation and advisory functions;
- Provide technical assistance to encourage institutional development programs and projects;
- Compile, analyze and evaluate data on higher education;
- Perform other functions provided by law, i.e., authenticate school records such as diplomas and transcripts.

**POLAND**

**Title (original):** Ministerstwo Edukacji Narodowej, Departament Wapolpracy z Zagranica, Wydział do Ekwiwalencji

**Title (English):** Ministry of National Education, Department of International Cooperation, Equivalence Division

**Type of institution:** Equivalence and recognition information centre

**Mailing address:** Ministry of National Education, Department of International Cooperation, Al. J. Ch. Szucha 25, 00-918 Warszawa, Poland

**Telephone:** 48-22-628 04 61; 48-22-29 72 41 ext. 530, 531

**Telex:** 816 841

**Telefax:** 48-22-628 85 61

**Administrative structure:** Unit of the Ministry of National Education.

**Director:** *Mr. Jerzy Wisniewski*

**Deputy Director:** *Mr. Aleksander Musz Kocira*

**Equivalence/Mobility staff:** *Ms. Romoalda Solak* (Algeria, Belgium, France, Lybia, Morocco, Syria, Tunisia, Italy);

*Mr. Robert Majewski* (Denmark, Finland, Greece, Netherlands, Ireland, Sweden, Great Britain);

*Mr. Bogdan Hoffmann* (Austria, Switzerland, Germany, Russian Federation).

**Total staff:**

**Library, documentation, computer:**

**Office hours:** 8h15- 16h15



**Functions:**

- advices on the comparability of the Polish and foreign qualifications and diplomas;
- referral of inquiries,
- collaboration with national centres in other countries.

**Publications:**

**PORTUGAL**

**Title (original):** Ministerio da Educa,cao. Direc,cao General do Ensino Superior. Centro de Infounacao sobro o Reconhecimento Academico de Diplomas (CIRAD).

**Title (English):** Ministry of Education. General Directorate for Education. Centre of Infortnation on Academic Recognition of Diplomas (CIRAD).

**Mailing address:** Av. 5 de Outubro, 107-9, P- 1051 Lisboa Codex, Portugal.

**Telephone:** 351-1-76 56 21

**Telex:** 18428 educa p

**Telefax:** 351-1-796-09-84

**Administrative structure:** The CIRAD is part of the Ministry of Education.

**Coordinator:**

**Persons in charge:** *Ms. Ana Bela Rocha, Ms. Maria Manuela Paiva, Ms. Suzere Barroso, Ms. Conscifao Figueiredo*

**Total staff:** 4

**Library, documentation, computer:**

**Office hours:** 9h00-12h30; 13h30-17h00

**Open to callers:**

**Functions:**

- acts as an information and documentation centre on matters relative to equivalence in higher education for those who want to continue their studies as well as for professional purposes;
- provides information on the academic recognition of diplomas and study periods in Portugal and abroad, especially with regard to the

Member States of the European Community;

- prepares studies on different equivalence systems pertaining to higher education and access to higher education;
- cooperates with higher education institutions towards a uniformisation in the application of the legislation on academic equivalence of studies in and access to higher education.

**Publications:**

**QATAR**

**-A-**

**Title (original):** Ministry of Education

**Mailing address:** P.O. Box 80, Doha

**Telephone:** 974 413717

**Telex:** 4316 min ed dh

**Telefax:** 974 413886

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:** Head of the Evaluation Committee, Ministry of Education

**Total staff:**

**Library, documentation, computer:**

**Of fice hours:** 7h00- 13h00

**Open to callers:**

**Functions:**

**Publications:**

**QATAR**

**-B-**

**Title (original):** University of Qatar

**Mailing address:** P.O. Box 2713, Doha

**Telephone:** 974 832222

**Telex:** 4630 UNVSTY DH

**Telefax:** 974 835111

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**REPUBLIC OF KORICA****-A-**

**Title (original):** University Education Academic Affairs Division,  
University Education Office, Ministry of Education

**Mailing address:** 77 Sejong-ro, Chongro-gu, Seoul, Republic of Korea

**Telephone:** 720 3329/3427

**Telex:**

**Telefax:** 733-2322 / 736-3402

**Administrative structure:** The Ministry of Education is composed of 3 offices, 5 bureaus, and 25 divisions. Among them, three divisions are directly related to the recognition of degrees, diplomas, and certificates of higher education.

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:** 9h00-18h00 (Apr.-Oct.); 9h00-17h00 (Nov.-Mar.)

**Open to callers:**

**Functions:** Recognition of university degrees, diplomas and certificates.

**Publications:**

**REPUBLIC OF KOREA**

**-B-**

**Title (original):** Junior College Academic Affairs Division, Science and Technology Education Bureau, Ministry of Education

**Mailing address:** 77 Sejong-ro, Chongro-gu, Seoul, Republic of Korea

**Telephone:** 720-3331 / 737-3878

**Telex:**

**Telefax:** 733-2322 / 736-3402

**Administrative structure:** The Ministry of Education is composed of 3 offices, 5 bureaus, and 25 divisions. Among them, three divisions are directly related to the recognition of degrees, diplomas, and certificates of higher education.

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:** 9h00-18h00 (Apr.-Oct.); 9h00-17h00 (Nov.-Mar.)

**Open to callers:**

**Functions:** Recognition of junior college degrees, diplomas, and certificates.

**Publications:**

**REPUBLIC OF KOREA**

**Title (original):** Non-formal Education System Division, Non-formal and International Education Bureau, Ministry of Education

**Mailing address:** 77 Sejong-ro, Chongro-gu, Seoul, Republic of Korea

**Telephone:** 720-2161

**Telex:**

**Telefax:** 733-2322 / 736-3402

**Administrative structure:** The Ministry of Education is composed of 3 offices, 5 bureaus, and 25 divisions. Among them, three divisions are directly related to the recognition of degrees, diplomas, and certificates of higher education.

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**OEce hours:** 9h00-18h00 (Apr.-Oct.); 9h00-17h00 (Nov.-Mar.)

**Open to callers:**

**Functions:** Recognition of open university degrees, diplomas, and certificates.

**Publications:**



**ROMANIA**

**Title (original):** Ministerul Invatamintului, Directia Generala a Inv'ppbmintului Superior

**Title (English):** Ministry of Education, Higher Education Department

**Mailing address:** 30 Gen. Berthelot Street, R-70738 Bucharest, Romania

**Telephone:** (40-1)-61542-35; 615-74-30; 615-43-25

**Telex:** 11637ro

**Telefax:** (40-1)-312-26-52

**Administrative structure:** Unit of the Ministry of Education

**Stead of unit:** *Mr. Iulian Beju*

**Total staff:** 8

**Library, documentation, computer:**

**Office hours:** 8h00-16h00

**Open to callers:** During office hours

**Functions:**

- Exchange activities with similar institutions abroad;
- Takes decisions in equivalence matters;
- assesses and decides on the equivalence and recognition of the diplomas of the applicants;
- collects information on the requirements for undergraduate and master's degrees in foreign universities

**Publications:**

- Forum - Higher Education Review;
- L'enseignement et la pedagogic en Roumanie;
- Revue de la Pedagogie.

**RUSSIAN FEDERATION****-A-**

**Title (Original):** Sovet po priznaniju documentov o vischem obrazovanii, utchenich stepeniah i periodah obouchenia

**Title (English):** Council on the Recognition of Studies and Qualifications in Higher Education, State Committee for Higher Education

**Mailing address:** 51 Lusinovskaja St., Moscow 113833, Russian Federation

**Telephone:** (7095) 237-65-94, (7095) 237-83-12

**Telex:**

**Telefax:** (7095) 230-20-89

**Administrative structure:** The Council is integrated in the State Committee for Higher Education

**Director:** *Mr Vladimir D Shadrikov*, President

**Other persons in charge of recognition matters:**

**Total staff:** 21

**Library, documentation, computer:** Available

**Of rice hours:** 9h00- 18h00

**Open to callers:** 10h00-17h00

**Functions:** Research in the field of the recognition of studies and qualifications in higher education; preparation of draR agreements.

**Publications:** Evaluation, attestation and accreditation of higher education institutions; recognition of studies, diplomas and degrees concerning higher education.

**RUSSIAN FEDERATION****-B-**

**Title (original):** Nauchno-issledovatelsky tseñtr mezhdunarodnogo obrazovanija

**Title (English):** Research Centre on International Education. Peoples' Friendship University of Russia

**Type of institution:**

**Mailing address:** 6, Miçlucho-Maçlaya str., 117198 Moscow, Russian Federation.

**Telephone:** (7095) 434-26-01

**Telex:**

**Telefax:**

**Administrative structure:** The Centre is integrated in the People's Friendship University of Russia

**Director:** Dr. *Gennady A. 7:oukitchev*

**Total staff:** 10

**Library, documentation, computer:** Available

**Office hours:** 10h00-18h00

**Open to callers:** During office hours

**Functions:** - comparative research on systems of education; - evaluation of educational qualifications of foreign candidates for studies in the Russian Federation; - advisory services to decision-makers; - liaison with international networks; - provision of information,

**Publications:** World tendencies in education development; comparison of education systems,

**RWANDA**

**Title (original):** Ministry of Higher Education and Scientific Research

**Mailing address:** B.P. 624, Kigali

**Telephone:** 250 82745/250 83051

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Open hours:**

**Open to callers:**

**Functions:**

**Publications:**

**SAMOA**

**Title (original):** Department of Education Type of institution:  
Government Department

**Mailing address:** Department of Education, Government of Samoa,  
P.O.Box 1896, Apia, Samoa

**Telephone:** 685-21911 through 15

**Telex:**

**Telefax:** 685-21917

**Administrative structure:**

**Director:** *Mr. Manumaleuga Logologo Taulealo*

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:** To deal with all matters relative to education including recognition of degrees, diplomas and certificates.

**Publications:**

**SAN MARINE**

**Title (original):** Dicastero della Pubblica Istruzione, Cultura e Università. Settore equivalenza e mobilità accademica

**Title (English):** Ministry of Education, Culture and University. Academic Equivalence and Mobility Services.

**Type of institution:**

**Mailing address:** Palazzo Maggio, Contrada Omerelli, 23, 43031 Repubblica San Marino

**Telephone:** 39-549-88 22 50

**Telex:** 330 ester sm

**Telefax:** 39-549-88 23 01

**Administrative structure:**

**Director:** *Mrs. Donatella Merlini*

**Heads of units:**

**Total staff:** 5

**Library, documentation, computer:**

**Office hours:** 8h00-14h15 (Mondays, Wednesdays, Thursdays and Fridays)

**Open to callers:**

**Functions:**

**Publications:**

**SAUDI ARABIA**

**Title (original):** Degree Equivalence Committee, Ministry of Higher Education

**Mailing address:** Riyadh

**Telephone:** 966-1 4042888

**Telex:** 401673 maaref sj

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**SENEGAL**

**Title (original):** Rectorat, Universite CheiE Anta Diop, (University of Dakar)

**Mailing address:** Dakar

**Telephone:** 221 230584/221 230588

**Telex:** 51262 unidak.sg

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**



**SLOVAK REPUBLIC****- A -**

**Title (original):** Ministerstvo školstva, mladeze a sportu Slovenskej republiky

**Title (English):** Ministry of Education, Youth and Sports of the Slovak Republic

**Mailing address:** Hluboka 2, 813 30 Bratislava, Slovak Republic

**Telephone:** 42-7/ 49 77 49

**Telex:** 92581

**Telefax:** 42-7/ 49 77 92

**Administrative structure:** Department of the Ministry of Foreign Relations

**Head of Department:** *Mrs Olga SubenEikova*

**Persons in charge:** *Ing Hyacinth Draganovsku*

**Total staff:** 19

**Library, documentation, computer:**

**Of rice hours:** 9h00- 15h00

**Functions:**

- Methodological guidance of the Centre for Equivalence of Certificates on Education;
- Implementation of recommendations on education (OECD, Council of Europe, European Community, etc.);
- Preparation of background materials for the discussion of the ministers responsible for education and sciences;
- Formation on education to general public in the Slovak Republic and abroad.

**SLOVAK REPUBLIC****-B-**

**Title (original):** Stredisko pre ekvivienciu dokladov o vzdelani (SEDV)

**Title (English):** Centre for Equivalence of Certificates on Education

**Mailing address:** 52, Stare grunty, 842 44 Bratislava, Slovak Republic

**Telephone:** 42-7/72 65 21

**Telex:**

**Telefax:** 42-7/72 61 80

**Administrative structure:** Department of the Institute of Information and Prognoses of Education, Youth and Sports I)

**Head of Department:** *Dr. Maria Hrabinski*

**Total staff:** 6

**Library, documentation, computer:** The UIP's library holds 5410 book issues and 92 periodicals. The Centre has one personal computer.

**Open to callers:** Thursdays - 13h00-17h00

**Functions:**

- collection and issue of multilateral and bilateral agreements, eventually, conventions adopted on the equivalence of documents on education in the form of separate publications;
- evaluation of documents on studies and preparation of documents for decision-making at a higher level upon request;
- elaboration of general schemes on equivalence of documents on education and recommendations to the documents on the study abroad, which may be used as legally binding regulations upon the approval by the Minister of Education;
- study of present tendencies, particularly the innovative processes, trends and long-term prospects of higher education development in foreign countries with a view of using the acquired knowledge in the domestic theory and practice;
- development of publications on school system in the Slovak Republic

- in foreign languages for the needs of research activities, or publicity of the Slovak education abroad;
- participation in research projects concerning the introduction of innovations into the education system, particularly from the viewpoint of using foreign experience;
- participation in the educational analyses, particularly from the viewpoint of international comparison.

**Publications:**

- International Agreements on Equivalence of Documents on Education. Bratislava, UIPSMT, 1991, 84 p.
- Higher Education in the Czech and Slovak Federal Republic. Short version of the report prepared by Czech and Slovak researchers. Bratislava, UIPSMT, 1991, 64 p.
- Higher Education in the Czech and Slovak Federal Republic. Report to the OECD. Prague-Bratislava, UIPSMT, 1992, 207 p.-
- Higher Education in the Czech and Slovak Federal Republic. Bratislava, UIPSMT, 1992, 279 p.

**SLOVENIA**

**Title (original):**

**Title (English):** Ministry of Education and Sport

**Type of institution:**

**Mailing address:** Zupanciceva 6, 61000 Ljubljana, Slovenia

**Telephone:** 38-61-154 208

**Telex:**

**Telefax:** 38-61-214-820

**Administrative structure:**

**Head of Department:**

**Person in charge:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Functions:**

**Publications:**

## **SOMALIA**

**Title (original):** Evaluation Committee, Ministry of Education and Culture

**Mailing address:** Box 1182, Mogadiscio

**Telephone:**

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**SPAIN**

**Title (original):** Ministerio de Educacion y Ciencia. Subd\*eccion General Cooperacion Internacional.

**Title (English):** Ministry of Education and Science. Subdepartment of International Cooperation.

**Type of institution:** **EquivalencelRecognition** information centre and Mobility information centre

**Mailing address:** Paseo del Prado, 28-4, 28014 Madrid, Spain

**Telephone:** 34-1-420 36.25/420.21.28

**Telex:** 41306 - 23801

**Telefax:** 34-1-420.33.25

**Administrative structure:** The Centre is integrated in the services of the General Subdepartment of International Cooperation which is part of the General Technical Secretariat of the Ministry of Education and Science.

**Director:** *Ms. Catalina Ramos*

**Persons in charge:** *Ms. Maria Teresa Dies Iturrioz, Ms. Maria Luisa Robles, Ms. Carmen Garcia*

**Total staff:** 4

**Library, documentation, computer:** Available

**Omce hours:** 9h00-14h00; 16h00-18h00

**Functions:**

- provides information to Spaniards wishing to study abroad (primarily within the European Community), or to continue their abroad, as well as to foreigners wishing to pursue studies in Spain who ask for the evaluation of their diplomas or partial studies obtained or pursued abroad;
- maintains contact with the Evaluation Service of the General Section for Recognition and Evaluation of Diplomas and with the University

- Councils, which are the decision-makers in this field; collaborates with national centres in other countries and with private persons.

**SRI LANKA**

**-A-**

**Title (original):** Ministry of HigherEducation

**Mailing address:** 18, Ward Place, Colombo 07

**Telephone:**

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**



**SRI LANKA**

**-B-**

**Title (original):** University Grants Commission

**Mailing address:** 20 Ward Place, Colombo, Sri Lanka

**Telephone:** 595301, 595302

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:** *Prod: A.D. V. de S. Indraratna*, Director, Planning & Research

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:** To provide finding to the Universities and exercise academic supervision and control over them. To decide on equivalence and recognition of degrees, diplomas and certificates.

**Publications:**

## **SURINAM**

**Title (original):** Ministerie van Ondrwijs en Volksontwikkeling,  
Evaluatie Commissie Buitenlandse Diploma's

**Title (English):** Ministry of Education and Population Development,  
Evaluation Commission of Foreign Diplomas

**Mailing address:** van't Hogerhuysstraat 28, Paramaribo

**Telephone:**

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**SWAZILAND**

**Title (original):** Ministry of Education

**Mailing address:** P.O. Box 39, Mbabane

**Telephone:** 268 42491

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**SWEDEN****-A-**

**Title (original):** Ekvivaleringsenheten (Vardering av utlandsk hogre utbildning)

**Title (English):** National Equivalence Information Centre/ The Swedish NARIC

**Type of institution:** Recognition and equivalence information centre

**Mailing address:** National Agency for Higher Education, VHS, P.O. Box 7851, 10399, Stockholm, Sweden

**Telephone:** 46-8-4535000

**Telex:**

**Telefax:** 46-8-4535140

**E-mail:** Marianne.Hildebrand@vhs.se

**Administrative structure:** Section of National Agency for Higher Education

**Director:** *Ms. Marianne Hildebrand*

**Total staff:** 12

**Library, documentation, computer:** PC+net (Macintosh)

**Office hours:** 8h00-16h40 (winter); 8h00-16h00 (summer)

**Functions:** - equivalence/recognition for labour market for immigrants and Swedish with foreign education; - referral inquiries; - documentation services; - advisory services to decision-makers; - liaison with international networks.

**Publications:**

**In English:**

- Studying in Sweden;
- Admission to Undergraduate Studies in Sweden (leaflets);
- Summaries of reports from R&D section.

**In Swedish:**

- Hogskoleprovet (Non-compulsory admission test).

**SWEDEN****- B -**

**Title (original):** NAMIC - Informationscentrum for internationelt utbyte inom hogskola och skola

**Title (English):** National Academic Mobility Information Centre (NAMIC)

**Type of institution:** Academic Mobility Information Centre

**Mailing address:** NAMIC, The Swedish Institute, Box 7434, S-10391, Stockholm, Sweden

**Telephone:** 46-8-789-20 00

**Telex:** 10025 swedins s

**Telefax:** 46-8-20 72 48 Remail: mar(~si.se

**Administrative structure:** Section of Department for Education and Research Exchange, Swedish Institute

**Director:** Ms *alla Rylander*

**Total staff:** 4

**Library, documentation, computer:** Documentation on Swedish and foreign higher education. Books, catalogues, brochures and magazines. PC + net (WANG, IBM + CD-ROM)

**Office hours:** 8h20-17h00

**Open to callers:** During office hours

**Functions:** The Centre provides information to:

- Swedish students, researchers and staSin higher education and students and teachers in upper secondary education who are interested in studying, teaching or collaborative work in other countries;
- foreign students, researchers and teachers about opportunities for study, research, and teaching in Sweden;
- The Centre's main task is to co-ordinate the information available on

these matters and to complement the information activities of universities, colleges and schools.

- The Swedish Institute NAMIC is part of the European network of national information bodies dealing with matters of academic mobility and is the national co-ordinator for TRACE.

**Publications:**

- Nytt fran NAMIC (newsletter in Swedish language only); Scholarship for study and research in Sweden;
- Utbildningar utomlands (a series of fact sheets on education in other countries - in Swedish only);
- Svenska Institutes internationella akademiska sommarkurser;
- Fact Sheets on Sweden (English, German, French, Spanish, Italian);
- Primary and Secondary Education in Sweden;
- Higher Education in Sweden;
- Adult Education in Sweden; Research Planning and Organization
- Sweden: A student Handbook
- A Major Guide to Higher Education in Sweden
- The current Sweden Seriesd of Articles: Big Chances in Swedish Education

## SWITZERLAND

**Title (original):** Schweizerische Zentralstelle für Hochschulwesen.  
**Title (English):** Central Office of the Swiss Universities

**Type of institution:** Recognition information centre and mobility information centre

**Mailing address:** Seidenweg 68, 3012 Bern, Switzerland

**Telephone:** 41-31-302 23 50; 41-31-302 83 41

**Telex:**

**Telefax:** 41 -31 -302 68 11

**E-mail:** [Trempe@ubclu.unibe.ch](mailto:Trempe@ubclu.unibe.ch)

**Administrative structure:** The Central Office is subordinated to an Association constituted by the 10 Swiss universities. The activity of the Office is coordinated by the General Assembly of the Association, meeting once a year, and the Bureau, meeting 2-3 times a year.

**Director:** IDr. *RudogNageli*

**Persons in charge:** Mr. *Boris Fever (fRASHES, Swiss NGAA)* -tel. 41-31-302 74 72; Ms. *Marianne Trempe (Swiss NARIC/NEIC/NIB)*-tel. 41 -31 302 23 34

**Total staff:** 4

**Library, documentation, computer:** Documentation on higher education in Switzerland and abroad. PC-network (Novell)

**Office hours:** 8h00-11h00; 14h00-17h00 **Open to callers:** 10h30-11h30; 14h00-15h00

### Functions:

- information collection on academic problems;
- information for foreigners on conditions of study in Swiss universities
- information on higher education system in Switzerland and abroad;
- mobility and equivalence information;



- administration of exchange scholarships for students, several exchange programmes for assistant teachers and professors;
- ERASMUS information office.

**Publications:**

- The Swiss Universities;
- Newsletter (5 times a year, in German and French);
- Annuaire des universites et hautes ecoles S uisses (bi-annual year-book in German and French).
- Vademecum to University Reception (in German and French)

**SYRIAN ARAB REPUBLIC**

**-A-**

**Title (original):** Council for Higher Education

**Mailing address:** P.O. Box 9355, Damascus

**Telephone:** 963-11 239298

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:** Responsible for recognition of academic degrees.

**Publications:**

**SYRIAN ARAB REPUBLIC**

**-B-**

**Title (original):** Ministry of Higher Education

**Mailing address:** P.O. Box 9355, Damascus

**Telephone:** 963-11 330700

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer**

**Office hours:**

**Open to callers:**

**Functions:** Responsible for recognition of other degrees and diplomas.

**Publications:**

**SYRIAN ARAB REPUBLIC**

**-C-**

**Title (original):** Ministry of Health

**Mailing address:** Damascus

**Telephone:**

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:** Responsible for recognition of degrees and diplomas awarded in the field of medicine.

**Publications:**

**THAILAND****Title (original):**

**Title (English):** Academic Affairs Division, Ministry of University Affairs

**Type of institution:** Governmental office

**Mailing address:** 328 Si Ayutthaya Rd., Bangkok 10400

**Telephone:** 662 245-5507; 662 245-6092

**Telex:**

**Telefax:** 662 245-8636; 662 245-8930

**Administrative structure:**

**Director:** *Miss Jiranee Tantiratanawong*

**Other persons in charge of recognition matters:**

**Total staff:** 48

**Library, documentation, computer:** Documentation Center and two PCs.

**Office hours:** 8h30-16h30; 9h30-17h30

**Open to callers:** yes

**Functions:**

- Curriculum approval;
- Curriculum standard setting;
- Certification of Academic Degrees from foreign institutions;
- Thai textbook development and promotion;
- Documentation services;
- Test analysis and development (Entrance Examination).

**TOGO**

**-A-**

**Title (original):** Direction des Etudes et Programmes de l'Universite du Benin

**Mailing address:** B.P. 1515, Lome

**Telephone:** 228-21 3027

**Telex:** 5258 ubto

**Telefax:** 228-21 8784

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer;**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**TOGO**  
**-B-**

**Title (original):** Commission Nationale des Equivalences

**Mailing address:** Rectorat de l'Universite du Benin, B.P. 1515, Lome

**Telephone:**

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**TONGA**

**Title (original):**

**Title (English):** Ministry of Education

**Type of institution:** Government department

**Mailing address:** P.O. Box 61, Nuku'alofa, Tonga

**Telephone:** 676 23511; 23802

**Telex:**

**Telefax:** 676 23696

**Administrative structure:**

**Director:** Ms *Paula S. Bloomfield*, Director of Education

**Other persons in charge-of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:** To supervise all activities relative to education including recognition of degrees, diplomas and certificates.

**Publications:**



**TRINIDAD AND TOBAGO**

**Title (original):** Committee on the Recognition of Degrees (CORD),  
National Institute of Higher Education

**Mailing address:** 20 Victoria Avenue, Port-of-Spain, Trinidad

**Telephone:**

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

## TUNISIA

**Title (original):** Commission nationale d'equivalence et d'agrement des Ecoles techniques, Ministere de l'enseignement supérieur et de la recherche scientifique

**Mailing address:** Tunis

**Telephone:** 216-1 682754

**Telex:** 13870 minsup tn

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**TURKEY**

**Title (original):** Yuksekogretim Kurulu Baskanligi

**Title (English):** The Higher Education Council's Equivalence Unit

**Type of institution:** Governmental. Responsible for the assessment and recognition of undergraduate and postgraduate diplomas obtained from foreign universities

**Mailing address:** Yuksekogretim Kurulu (YOK)~ 06539 Bilkent-Ankara Turkey.

**Telephone:** + 90 4 287 30 00/ext. 2442 and 2443

**Telex:** 42839 tcyk tr

**Telefax:** + 90 4 266 47 59

**Administrative structure:** The Equivalence Unit is established as a Bureau of Education and Training of the Higher Education Council. The activities of the Bureau are directed and supervised by a committee of three members of the Executive Board of the Higher Education (Council).

**Director:** *Prod: Kemal Karhan*

**Person in charge:** *Prod: Mumin Koksoy*

**Total Staff:** 9

**Library Documentation, Computer Facilities:** Present

**Office Hours:** 8h30-17h30 (Monday to Friday)

**Open to Callers:** 9h00-12h00; 13h00- 17h00

**Functions:**

- assesses and decides on the equivalence and recognition of the diplomas of the applicants,
- collects information on the requirements for undergraduate and master's degrees in foreign universities.

## TUVALU

**Title (original):**

**Title (English):** Ministry of Health and Human Resource Development

**Type of institution:** Government department

**Mailing address:** Box No. 36, Funa Futi, Tuvalu, South Pacific

**Telephone:**

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:** *Dr. Iftikhar Ayaz*, Permanent Secretary, Ministry of Health and Human Resources Development

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours: Open to callers:**

**Functions:** To look after all matters relative to education, including recognition of degrees, diplomas and certificates.

**Publications:**

**UGANDA**

**Title (original):** National Curriculum Development Centre

**Title (English):**

**Type of institution:** Research and Training Institution

**Mailing address:** P.O. Box 7002, Kampala, Uganda

**Telegrams:** Current, Kampala

**Telephone:** 244642

**Telex:** 62039 - IDAMOE UGA

**Telefax:** 244642

**Administrative structure:** Institutional Directorate accountable to (governing) Council accountable to Minister of Education & Sports

**Director:** *Mr. Dan Sentamu*

**Head of Section:** *Mr. Sengendo-Kamya, Harry*

**Other persons in charge of recognition matters:**

**Total staff:** 58

**Library, documentation, computer:** Library computers (but not for database) and E-Mail

**Office hours:** 8h00-17h00, Monday to Friday

**Open to callers:** During office hours

**Functions:** Planning, design, curriculum research, publication of curriculum support materials, design and production of teaching aids, training education personnel in curriculum - development techniques.

**Publications:**

- Teaching syllabuses;
- Teacher's guides,

- Pupils' books;
- Textbooks in general;
- Magazines;
- Evaluation and other research reports.

**UNITED ARAB EMIRATES**

**Title (original):** Equivalency of Certificates Committee, Ministry of Education

**Mailing address:** P.O. Box 295, Abu Dhabi

**Telephone:** 971-2 34 39 49

**Telex:** 22 581 tarbia-em

**Telefax:** 35 11 64

**Administrative structure:**

**Director:** Mr. *Salem Al Ghamai*

**Other persons in charge of recognition matters:**

**Total staff:** 7 members of the Committee

**Library, documentation, computer**

**Office hours:** 7h30-13h30

**Open to callers:**

**Functions:** Recognition of studies and qualifications (diplomas and degrees) in higher education only.

**Publications:**

**UKRAINE****-A-****Title (original):****Title (English):** Ministry of Education of Ukraine**Type of institution:** Government Office**Mailing address:** Prospect Pobedy, Kiev, 252135, Ukraine**Telephone:** (044) 216 24 42**Telex:****Telefax:** (044) 216 28 49**Administrative structure:** 17 departments including:

- department of international cooperation;
- department of attestation of pedagogical staff.

**Director:** *Prod: Petro Talanchak*, Minister**Heads of units:****Total staff:** 290**Library, documentation, computer:** IBM 286**Office hours:** 9h00-13h00; 14h00-18h00**Functions:** The recognition of documents of higher education, degrees of professor and assistant professor (docent).**Publications:** Problems of Higher School (magazine) and others.



**UKRAINE****-B-****Title (original):****Title (English):** Attestation Board of the Ministry of Education**Type of institution:** Government office**Mailing address:** Prospect Pobedy, Kiev, 252135, Ukraine**Telephone:** (044) 228 49 76**Telex:****Telefax:** (044) 228 49 76

**Administrative structure:** Attestation Board - a collective body of different branches of the Ministry of Education. Department of attestation - a substructure of the Ministry

**Plead of department of attestation:** *Proof Z Pogrebnyak*, Scientific Secretary to the Attestation Board

**Total staff:** Attestation Board - 20 persons; Department of attestation - 6 persons

**Library, documentation, computer:** IBM 286

**Office hours:**

- Attestation Board - once per month, from 15h00
- Department of attestation - 9h00-13h00; 14h00-18h00

**Functions:** Conferring degrees of professor and assistant professor (docent) and recognition of corresponding documents

## UKRAINE

-C-

**Title (original):****Title (English):** Supreme Attestation Commission of Ukraine**Type of institution:** State degree-awarding institution**Mailing address:** 34 Khrestchatyk Kiev, 252001, Ukraine**Telephone** (044) 221 20 41**Telex:****Telefax:** (044) 225 71 07

**Administrative structure:** 1) Department of mathematics, Physics and Earth Sciences; 2) Department of Technical Sciences; 3) Department of Biology, Chemistry, Medicine and Agriculture; 4) Department of Human and Social Sciences; 5) Information and Methodological Department; 6) Inspectoring Service

**Director:** *Mr. Ivan V. IDzyub*, President

**Head of departments:** 1) *Petro O. Kondratenko*; 2) *Yuryi I. Gubskyyi*; 3) *Eduard K Posviatenko*; 4) *Oleksandr V. Skrypnyuk*; 5) *Myroslav i. Kratko*

**Total staff:** 55 persons**Library, documentation, computer:** IBM 286**Office hours:** 9h00-13h00; 14h00-18h00

**Functions:** Conferring degrees of candidate and doctor, awarding degrees of senior researcher, recognition of corresponding documents.

**Publications (in Ukrainian):** Biouleten Vishoi attestatsionnoi komisii Ukraini

**UNITED KINGDOM**

**Title (original):** National Academic Recognition Information Centre (NARIC) - The British Council (Education and Science Division)

**Type of institution:** Mainly recognition and equivalence information centre but also deals with mobility questions

**Mailing address:** Medlok Street, VK-Manchester M 15 4 PR, United Kingdom

**Telephone:** 44-61-957-7000;

**Direct line:** 44-61-957 7063

**Telex:** 8952201 bricon g

**Telefax:** 44-61-957 7111

**Administrative structure:** The Centre is part of the British Council which promotes cultural, educational and technical co-operation between Great Britain and other countries.

**Director:** *Ms. Katherine Stewart*

**Heads of sections:** *Mr. Michael Snoxall* (Europe - inch Turkey and Russian Federation); Tel.: 44-71-389.43.11 // *Mr. John Rolfe* (3JSA, Canada, Australia, New Zealand, Africa); Tel.: 44-71-389.43.01 // *Ms. Margaret Tudman* (Asia, Central and South Arnerica, Caribbean, Pacific)

**Total staff:** 4

**Library documentation, computer:** Collection of documents and reference books

**Office hours:** 9h30-17h30

**Open to callers:** Deals with written and telephone enquiries only

**Functions:**

- provides information on the recognition likely to be given to overseas academic qualifications in the United Kingdom to educational institutions, professional bodies, Government departments an offices, employers;

- refers professional enquiries to relevant professional bodies;
  - offers advice based on past experience;
- liaisons with: The British Council overseas network; British higher education constituency; European Community information centres; Council of Europe information centres; NAFSA/AACRAO.

**Publications:**

- International Guide to Qualifications in Education (3rd ed., Mansell, 1991).

**UNITED STATES OF AMERICA****-A -**

**Title (original):** National Council on the Evaluation of Foreign Credentials

**Type of institution:**

**Mailing address:** c/o American Association of Collegiate Registrars and Admissions Officers (AACRAO), One Dupont Circle, N.W., Suite 370. Washington, D.C. 20036-1110, USA.

**Telephone:** 1-(202) 293 9161

**Telex:**

**Telefax:** 1-(202) 872-8857

**Administrative structure:** Non-profit higher education membership association.

**Director:** Elected every two years

**Total staff:**

**Library, documentation, computer:** Available, equipped with Wang PC.

**Office hours: Open to callers:**

**Functions:**

- reviews, modifies, and approves placement recommendations drafted for publications used by the U. S. admission community;
- helps establishing priorities and research guidelines for international admissions publications;
- participates in international meetings that involve foreign educational credentials for the purpose of international exchange of students and scholars.

**Publications:**

**Title (original):** American Association of Collegiate Registrars and Admissions Officers (AACRAO). Office of International Education Services

**Mailing address:** One Dupont Circle, N.W. Suite 370, Washington, D.C. 20036-1110, USA

**Telephone:** (202) 293-9161

**Fax:** (202) 872-8857

**Administrative structure:** Non profit higher education association

**Executive Director:** Mr. *Dale Gough*, Director, AACRAO-AID Project

**Office hours:** 9h00-17h00

**Open to callers:**

**Functions:** Serves as secretariat for the National Council on the Evaluation of Foreign Educational Credentials.

**UNITED STATES OF AMERICA****-B-**

**Title (original):** College Entrance Examination Board (The College Board) - Office of International Education

**Type of Institution:**

**Mailing address:** 1717 Massachusetts Avenue, N.W. Suite 402, Washington, D.C. 20036-1480, USA.

**Telephone:** 1-202- 332-1480

**Telex:** RCA 204856 CBOIE

**Telefax:** 1-202-234 9806

**Administrative structure:** Non-profit higher education membership association

**Director:** *Mr. Sanford C. Jameson*

**Total staff;**

**Library, documentation, computer:** IBM compatible, Word Perfect

**Office hours:** 9h00- 17h00

**Open to callers:**

**Functions:** Member of the National Council on the Evaluation of Foreign Educational Credentials.

**Publications:**

**UNITED STATES OF AMERICA**

**-C-**

**Title (original):** International and Territorial Services. United States Department of Education

**Mailing address:** 400 Maryland Av., N.W., Washington, D.C. 20202, USA

**Telephone:** 1 -202- 401 -0430

**Telex:**

**Telefax:** 1-202- 401-2508

**Administrative structure:** Federal Government Agency

**Head of Department:** *Dr. Stewart Tinsman*

**Total staff:**

**Library, documentation,computer:**

**Omce hours:** 9h00-17h30

**Functions:**

- Policy formulation and coordination;
- Provides liaison in the field of international education with governmental agencies and relevant professional associations.

**Publications:**



**VENEZUELA**

**Title (original):** Direccion general sectorial de educaci6n superior,  
Division de Control y Registros Academicos, Ministerio de educacion

**Mailing address:** Oficina 13-16, Edificio Sede del Ministerio de  
Educacion, piso 13, Esquina de Salas, Caracas 1010

**Telephone:** 58-2 5625444

**Telex:** 21943 rnin ed

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**VIET NAM****Title (original):**

**Title (English):** Higher Education Department, Ministry of Education and Training

**Type of institution:** Governmental office

**Mailing address:** S.R. Vietnam, Hanoi, 49 Dai Co Viet Street, Higher Education Department, Ministry of Education and Training

**Telephone:** 2.64884; 2.63252

**Telex:**

**Telefax:** 84.42 64085

**Administrative structure:** The office consists of (1) the groups controlling curricula implementation in all of the higher education institutions; (2) the information centre on the World Higher Education; (3) the division controlling over awarding university degrees in the higher education institutions.

**Director:** *Prod: Lam Quang T/7iep*

**Other persons in charge of recognition matters:**

**Total staff:** 20

**Library, documentation, computer:** A small library, some computers (AT 286 and 386)

**Office hours:** 8h00-16h30

**Open to callers:** During working hours

**Functions:**

- to provide minimum requirements for curriculum development in the higher education institutions;
- to approve the higher education curricula;
- to give the regulations of evaluating student achievements in higher

## YUGOSLAVIA (SERBIAAND MONTENEGRO)

**Title (original):** Savezni zavod za medjunarodnu naucnu, prosvetno-kulturnu i tehnicku saradnju (referat za medjunarodno priznavanje diploma)

**Title (English):** Federal Administration for International Scientific, Educational, Cultural and Technical Cooperation (IUnit for International Recognition of Diplomas)

**Mailing address:** Kosancicev venac 29, Post. fah. 384, 11000 Beograd, Yugoslavia.

**Telephone:** Central: 38-11-625 955 /ext. 50/.

**Telex:** yuzarns 11661

**Telefax:** 38-11-629.785

**Administrative structure:** Unit within Federal Administration for International Scientific, Educational, Cultural and Technical Cooperation, that is a Federal Government's organisation

**Director:** Director of the parent institution

**Total staff: 3:** Chief of unit, Programme specialist, Secretary.

**Library, documentation, computer:** In prospect for June 1987

**Office hours:** 7h30-1Sh30; Wednesdays 7h30-17h30

**Open to callers:** During working hours

### Functions:

- provision of information;
- referral of inquiries;
- documentation services;
- advisory services to decision-makers;
- liaison with international networks;
- preparation of agreements in the field.

### Publications:

- Higher Education in Yugoslavia. Beograd, 1979, 1980. In English;

- Nostrification and Equivalence of School Certificates and Diplomas in Yugoslavia, Beograd, 1983. In English;
- Development of Education in SFR of Yugoslavia. Reprinted in 1985. In English;
- Monthly Bulletin of the Federal Administration for International, Scientific, Educational, Cultural and Technical Cooperation. Beginning with 1985 contains a regular section: "Information and documentation in the field of international recognition of diplomas".

**ZAIRE**

**Title (original):** Commission permanente des etudes du Ministere de l'Enseignement supérieur et universitaire

**Mailing address:** B.P. 154, Kinshasa XI

**Telephone:**

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:** *Professeur Kalemba-Mifa Kanga*

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**ZAMBIA**

**-A-**

**Title (original):** The Pennant Secretary, MinistrS of Higher Education, Science and Technology

**Mailing address:** P.O. Box 50464, Lusaka

**Telephone:**

**Telex:**

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**ZAMBIA**

**-B-**

**Title (original):** The Senior Assistant Registrar (Academic), The Copperbelt University

**Mailing address:** P.O. Box 21682, Kitwe

**Telephone:** 260 210841

**Telex: / Cable:** unzando kitwe

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**ZAMBLA**

**-C-**

**Title (original):** The Senior Assistant Registrar (Academic), The University of Zambia

**Mailing address:** P.O. Box 32379, Lusaka

**Telephone:** 260-1 213221

**Telex:** 44370

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition Gaffers:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**



**ZAMBIA**

**-D-**

**Title (original):** The Director, Department of Technical Education and Vocational Training

**Mailing address:** Privatebag RW 16, Birdcage Walk, Lusaka

**Telephone:** 260-1 212716

**Telex: / Cable:** zamtec

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**ZIMBABWE**

**Title (original):** University of Zimbabwe

**Mailing address:** P.O. Box MP 167, Mount Pleasant, Harare

**Telephone:** 2634 303211

**Telex:** 4-152 ZW

**Telefax:**

**Administrative structure:**

**Director:**

**Other persons in charge of recognition matters:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:**

**Publications:**

**IAU**

**Title (original):** Association internationale des universites (AIU)

**Title (English):** International Association of Universities (IAU)

**Type of institution:** International non-governmental organization

**Mailing address:** UNESCO House, 1, rue Miollis. F - 75732 Paris Cedex 15, France

**Telephone:** (33-1) 45 68 25 45

**Telex:** 042 270602 unesc f

**Telefax:** (33-1) 47347605

**Administrative structure:**

**Director:** *Dr. Franz Eberhard*, Director-General

**Head of unit:** *Mrs. Claudine Langlois*

**Total staff:** 6

**Library, documentation, computer:** Available

**Office hours:** 9h00- 17h00

**Functions:**

- provision of information;
- referral of inquiries;
- documentation services;
- liaison with international networks.

**Publications:**

- International Handbook of Universities;
- World List of Universities;
- Monographs and Reports;
- Higher Education Policy (quarterly);
- IAU Bulletin (bimonthly).

**CRE**

**Title (original):** Conference permanente des recteurs, presidents et vicechancelliers des universites europeennes

**Title (English):** Standing Conference of Rectors, Presidents and Vice-Chancellors of the European Universities

**Type of institution:** CRE is a international non-govenmental organisation, governed by Swiss law and its headquarters are linked to the University of Geneva

**Mailing address:** 10 rue du Conseil General, CH-1211 Geneve 4, Suisse

**Telephone:** 19-41-22 329644/3292251

**Telex:** +045 428280 cre ch

**Telefax:** 19-41-22 3292821

**Administrative structure:**

**Director:**

**Heads of units:**

**Total staff:**

**Library, documentation, computer:**

**Office hours:**

**Functions:**

**Publications:**

**E.U. COMMISSION****Title (original):**

**Title (English):** Commission of the European Union. Task Force Human Resources, Education, Training and Youth

**Type of institution:** Regional Governmental Organization

**Mailing address:** 200 rue de la Loi, B-1049 Brussels, Belgium

**Telephone:** 32-2-296-52-29

**Telex:**

**Telefax:** 32-2-296-42-58

**Administrative structure:**

**Director:** *Mr. Thomas OtDyer*, Director-General

**Heads of units:** *Mr. Domenico Lenardazzi*, Acting Director for Education

**Person in charge:** *Mr. Peter van der Hidden*, President of the NARIC Network

**Total staff:**

**Library, documentation, computer:** Available

**Office hours:**

**Functions:**

- Community Programmes and networks: COMMET, DELTA, ERASMUS, EUROTECNET, EURYDICE, LINGUA, TEMPUS;
- coordination of the NARIC network.

**ERASMUS BUREAU**

**Title (English):** European Community Action Scheme for the Mobility of University Students (ERASMUS Bureau)

**Type of institution:** Technical assistance unit at the Commission of the EC (TFHR)

**Mailing address:** 70, rue Montoyer, B-1040 Bnlxelles, Belgium

**Telephone:** 32-2-233.01.11/0192

**Telex:** 046 63 528

**Telefax:** 32-2-233050/0150

**Administrative structure:**

**Director:** *Mr. Gerard Druesne*

**Head of section:** *Mrs. Suzanne Cypres*

**Total staff:**

**Library, documentation, computer:** Presence library and documentation centre. Full internal computerisation.

**Office hours:** 9h00-17h00

**Functions:** The ERASMUS Bureau, an autonomous unit of the European Cultural Foundation, assists the Commission of the EC in the implementation of the ERASMUS programme and action II of the LINGUA Programme.

**Publications:**

- Guidelines for Applicants (yearly) (in the 9 official EC languages);
- ERASMUS and LINGUA Action II Directory (yearly) (English/French);
- A Guide to Higher Education Systems and Qualifications in the European Community, 1990 (to be updated in 1994).

**COUNCIL OF EUROPE**

**Title (original):** Conseil de Europe Title (English): Council of Europe

**Type of institution:** Regional intergovernmental organization

**Mailing address:** BP 431 R6, F-67006 Strasbourg Cedex, France

**Telephone:** 33 88.41.20.00 (switchboard)

**Telex:** +042 870943 eur f

**Telefax:** +33 88.41.27.81121318

**Administrative structure:**

**Director:** *Mr. Maitland Stobart*, Deputy Director of Education, Culture and Sport, Head of the Education Department

**Heads of unit:** *Mrs. Vera Boltho*, Director of the Division of Higher Education and of Research, *Mr. James Wimberley*, Chief of the Higher Education Sector

**Person in charge:** *Mr. Spur Bergan*, Administrator

**Total staff:** 2

**Library, documentation, computer:**

**Office hours:** 9h00-12h00; 14h00-18h00

**Open to callers:** During office hours

**Functions:**

- provision of information;
- referral of inquiries;
- documentation services.

**Publications:** over 2 000 titles in English and French pertaining to the various fields of activities of the organization:

- Student Handbook;

- Vademecum to University Reception;
- Forum (quarterly);
- Naturopa (quarterly);
- Newsletter/Faits Nouveaux Education (5 issues a year).



**UNESCO**

**Title (English):** United Nations Educational, Scientific and Cultural Organization

**Type of institution:** International governmental organization

**Mailing address:** 7 Place de Fontenoy, F-75352 Paris 07-SP, France

**Telephone:** 33- 1-45681000;33- 1-45680987

**Telex:** 04200-270602 unesc, 04200-204461 unesc

**Telefax:** 33 - 1 -45671690;33 - 1 -44499918

**Administrative structure:**

**Director:** *Mr. Marco Antonio R. Dias*, Director of the Division of Higher Education

**Head of unit:** *Mr. Dumitru Chitoran*, Chief of the Higher Education Section

**Person in charge:** *Mr. Dimitri Beridze*, Programme Specialist

**Total staff:** 5

**Library, documentation, computer:** yes

**Office hours:** 9h00-18h00

**Functions:** Co-ordinates the work of the Secretariats for 5 Regional and 1 International Committees for the application of Conventions on the recognition of studies, diplomas and degrees in higher education; collects and produce information and documentation on the recognition and mobility issues.

**Publications:**

- International and regional normative instruments (conventions, recommendation) on the recognition of studies and qualifications in higher

education;

- Study Abroad;
- World Guide to Higher Education (in collaboration with IAU);
- World Directory of National Information Centres for Academic Recognition and Mobility;
- Papers on Higher Education (36 issues published in 1983-1987);
- New Papers on Higher Education ( 15 issues published as from 1987).

## UNESCO-CEPES

**Title (original):** Centre europeen de IJNESCO pour l'enseignement supérieur (CEPES)

**Title (English):** UNESCO's European Centre for Higher Education (CEPES)

**Type of institution:** Documentation centre and clearing house

**Mailing address:** 39 Stirbei Voda, 70732 Bucharest, Romania

**Telephone:** 40-1-615 99 56; 613 08 39; 615 99 57

**Telex:** 065-11 658 cepes r

**Telefax:** 40-1-6415025

**E-mail:** cepes@cepes.ro

### Administrative structure:

**Director:** *Ms. Carin Berg*

**Person in charge:** *Mrs. Stamenka Uvalic-Trumbic*, Programme Specialist

**Total staff:** 2      *Mrs Laura Grunberg*, Programme Assistant;  
    *Ms. Marilena Filip*, Documentalist (brochure,  
 TRACE)

**Library, documentation, computer:** Library and documentation centre, equipped with 2 personal computers

**Office hours:** 8h00-16h00

**Open to callers:** 10h00-13h00; 13h00-16h00

**Functions:** Serves as Secretariat for the Regional Committee for the application of the Convention on the Recognition of Studies, Diplomas and Degrees concerning Higher Education in the States belonging to the Europe Region.

### Publications:

- Higher Education in Europe (quarterly review, published in English,

French and Russian);

- Monographs of national systems of higher education;
- CEPES Papers on Higher Education;
- Studies on specific issues of higher education.

**UNESCO-CRESALC**

**Title (original):** Centro Regional en Educacion Superior para America Latina y el Caribe (CRESALC)

**Title (English):** Regional Centre for Higher Education in Latin America and the Caribbean (CRESALC)

**Type of institution:** International Governmental Organization

**Mailing address:** Apartado Postal 68394, Caracas 1062-A, Venezuela

**Telephone:** (58-2) 2618854; 2612375; 2610901

**Telex:** 24642

**Telefax:** 2620428; 2612129

**E-mail:**

**Director:** *Mr. Luis Yarzabal*

**Person in charge:** *Ms. Sna Lila*, Relations with Member States

**Total staff:** *2 Ms. Ana Lila; Ms. Monica de Rivera*, Documentalist

**Library, documentation, computer:** Library and documentation center, equipped with 3 PC

**Omce hours:** 08h00-12h30; 13h30-17h30

**Open to callers:** 08h00-12h30; 14h00-17h30

**Functions:** Serves as Secretariat for the Regional Committee for Application of the Convention on the Recognition of Studies, Diplomas and Degrees concerning Higher Education in the States belonging to Latin America and the Caribbean

**Publications:**

- Educacion Superior y Sociedad (quarterly review, published in

Spanish);

- Monographs of national systems of Higher Education
- CRESALC Papers on Higher Education
- Studies on specific issues of higher education

**UNESCO-UNEDBAS**

**Title (original):** UNESCO Regional Office for Education in the Arab States (UNEDBAS)

**Title (English):** As above

**Type of institution:** International Governmental Organization

**Mailing address:** Wadi Saqra, El-Shmeisani, P.O. Box 2270 Amman, Jordan

**Telephone:** (962-6) 606559

**Telex:** 24304 UNESCO JO

**Telefax:** (962-6) 682183

**Smal:** UH AMM

**Director:** *Mr. Abdul-Gader El-Atrash*

**Person in charge:** *Mr. Ramzi Salame*

**Total staS:** 2 A programune assistant; A secretary

**Library, documentation, computer:** Library and documentation centre equipped with computerized system of reference

**Office hours:** 07h30-15h00

**Open to callers:**07h30-15h00

**Functions:** Serves as Secretariat for the Regional Committee for Application ofthe Convention on the Recognition of Studies, Diplomas and Degrees in Higher Education in the Arab States

**Publications:** Readings in Higher Education (in Arabic)

**UNESCO-BREDA**

**Title (original):** Bureau Regional d'education pour l'Afrique (13REDA)

**Type of institution:** International governmental organization

**Mailing address:** 12, avenue Roume, B.P. 3311, Dakar, Senegal

**Telephone:** (221) 23 50 82

**Telex:** 21735 UNESCO SG

**Telefax:** (221) 23 83 93 E-mail:

**Administrative structure:**

**Director:** Mr. *Puts A.R Obanya*

**Person in charge:**

**Library, documentation, computer:**

**Office hours:**

**Open to callers:**

**Functions:** Serves as Secretariat to the Regional Committee for application of the Convention on the Recognition of Studies, Certificates, Diplomas, Degrees and other Academic Qualifications in Higher Education in the ASican States

**Publications:**



**UNESCO-PROAP****Title (original):**

**Title (English):** Principal Regional Office for Asia and the Pacific (PROAP)

**Type of institution:** International governmental organization

**Mailing address:** 920 Sukhumvit Road, Box 967, Prakanong Post Office, Bangkok 10110, Thailand

**Telephone:** (66) (2) 3910577, 3910686

**Telex:** 20591 PROAP TH

**Telefax:** (66) (2) 3910866

**E-mail:** UHBGK@FRUNES21

**Administrative structure:**

**Director:** *Mr. Hedayat Ahmed*

**Head of unit:** *Mr. Wang Yibing*, Programme Specialist in Higher and Distance Education

**Library, documentation, computer:**

**Office hours:** 07h30-16h00

**Open to callers:** 07h00-12h00; 13h00-16h00

**Functions:** Serves as Secretariat for the Regional Committee for the application of the Convention on the Recognition of Studies, Diplomas and Degrees concerning Higher Education in the States belonging to the Asia and the Pacific Region.